



**CITY OF GRAND HAVEN  
GRAND HAVEN, MICHIGAN  
AGENDA FOR  
REGULAR COUNCIL MEETING  
GRAND HAVEN CITY HALL\*  
COUNCIL CHAMBERS  
519 WASHINGTON AVE  
MONDAY, April 27, 2026  
7:30 PM**

**1. MEETING CALLED TO ORDER**

**2. ROLL CALL**

**3. INVOCATION**

**4. PLEDGE OF ALLEGIANCE**

**5. REAPPOINTMENTS TO BOARDS & COMMISSIONS**

- A. Tom Braciak, Economic Development Corporation/Brownfield Redevelopment Authority, term ending March 31, 2031.
- B. Bob Monetza, Economic Development Corporation/Brownfield Redevelopment Authority, term ending March 31, 2031.

**6. NEW APPOINTMENTS TO BOARDS & COMMISSIONS**

**7. APPROVAL OF CONSENT AND REGULAR AGENDA**

**8. CONTINUATION OF WORK SESSION (IF NEEDED)**

**9. CALL TO AUDIENCE – ONE OF TWO OPPORTUNITIES**

At this time, members of the audience may address Council on any item, whether on the agenda or not. Those addressing Council are asked to provide their name and address and will be limited to three minutes of speaking time. Council will hear all comments for future consideration but will not have a response at this time. Those not physically present who would like to call in may dial 616-935-3203.

**10. PRESENTATION**

**11. CONSENT AGENDA**

**ATTACHMENT A**

- A. Approve the Special Work Session and Regular City Council meeting minutes for April 13, 2026 and Special Budget Work Session meeting minutes for April 15, 2026.
- B. Approve the bills memo in the amount of \$428,508.44.

## **12. UNFINISHED BUSINESS**

## **ATTACHMENT B**

- A. Consideration by City Council of a resolution to approve and adopt the Brownfield Plan for the Washington 123 LLC redevelopment project located at 123 Washington Avenue, Grand Haven, MI 49417, for a period of 25 years.

Brownfield/Economic Development Corporation recommends approval.  
Administration recommends approval.

## **13. PUBLIC HEARING**

## **14. NEW BUSINESS**

## **ATTACHMENT C**

- A. Consideration by City Council of a resolution to approve the 2026 Coast Guard Festival July 24 - August 1, 2026.

Administration recommends approval.

- B. Consideration by City Council of a resolution to approve a contract with GEI for the Duncan Park Hemlock Survey and Treatment project in an amount not to exceed \$114,000.00, to be reimbursed by the Duncan Park Fund at the Grand Haven Area Community Foundation.

Duncan Park Commission recommends approval.

- C. Consideration by City Council of a resolution to approve a contract with GFL (Plummers Environmental) to pothole remaining water services, in the budgeted not to exceed amount of \$559,250.00.

Administration recommends approval.

## **15. CORRESPONDENCE & BOARD MEETING MINUTES**

## **ATTACHMENT D**

- A. Airport Board Meeting Minutes of January 27, 2026, February 5, 2026, and February 24, 2026.
- B. Board of Light and Power Meeting Minutes of January 15, 2026, February 23, 2026, and Special Meeting Minutes of February 23, 2026.
- C. Board of Review Meeting Minutes of March 16, 2026, March 17, 2026, and March 18, 2026.
- D. Cemetery Board Meeting Minutes of January 13, 2026.
- E. Duncan Park Commission Meeting Minutes of January 20, 2026, and February 17, 2026.

- F. Economic Development Corporation/Brownfield Redevelopment Authority Meeting Minutes of February 20, 2026.
- G. Historic District Commission Meeting Minutes of November 19, 2025, and February 18, 2026.
- H. Human Relations Commission Meeting Minutes of December 18, 2025, January 22, 2026, and February 26, 2026.
- I. Main Street DDA Meeting Minutes of January 8, 2026, February 12, 2026, and March 12, 2026.
- J. Musical Fountain Committee Meeting Minutes of March 11, 2026.
- K. North Ottawa Recreation Authority Meeting Minutes of October 23, 2025, and December 18, 2025.
- L. Planning Commission Meeting Minutes of January 13, 2026.
- M. Harbor Island Cleanup Correspondence.

**16. REPORT BY CITY COUNCIL**

**17. REPORT BY CITY MANAGER**

**18. CALL TO AUDIENCE—SECOND OPPORTUNITY**

At this time, members of the audience may address Council on any item, whether on the agenda or not. Those addressing Council are asked to provide their name and address and will be limited to three minutes of speaking time. Council will hear all comments for future consideration but will not have a response at this time. Those not physically present who would like to call in may dial 616-935-3203.

**19. ADJOURNMENT**



**CITY OF GRAND HAVEN  
GRAND HAVEN, MICHIGAN  
SPECIAL CITY COUNCIL WORK SESSION  
MONDAY, APRIL 13, 2026**

The Special Work Session of the Grand Haven City Council was called to order at 6:30 p.m. by Mayor Bob Monetza in the Council Chambers of Grand Haven City Hall at 519 Washington Ave, Grand Haven, MI 49417.

**Present:** Council Members Mike Fritz, Sarah Kallio, Erin Lyon, Mayor Pro-tem Mike Dora, and Mayor Bob Monetza.

**Absent:** None.

**Others Present:** City Manager Ashley Latsch, City Clerk Maria Boersma, Assistant City Manager Dana Kollewehr, and Finance Director Emily Greene.

**PRESENTATION**

Assistant City Manager Dana Kollewehr presented a review of the current Economic Incentive Policy for the City of Grand Haven. The City Council approved the policy in November 2024 for the purpose of maintaining competitiveness within the State of Michigan as an attractive location for commercial, industrial, and residential development. The policy creates guidelines for developers wishing to use various economic incentives for projects that would not otherwise be able to occur.

The City Council discussed options for amending the policy to align more with Council goals and to improve the process for developers wishing to apply. Ideas discussed were tightening the Area Median Income requirements for housing projects, considering the number of units created in proposed housing projects, only allowing certain incentive programs to be used, changing the company used for third-party financial reviews, eliminating third-party financial reviews, and simplifying the guidelines for determining maximums for incentive years.

Draft changes will be presented, discussed, and voted on at future City Council Meetings.

**ADJOURNMENT**

Mayor Monetza adjourned the meeting at 7:24 p.m.

---

Robert Monetza, Mayor

---

Maria Boersma, City Clerk

**CITY OF GRAND HAVEN  
GRAND HAVEN, MICHIGAN  
REGULAR CITY COUNCIL MEETING  
MONDAY, APRIL 13, 2026**

The Regular Meeting of the Grand Haven City Council was called to order at 7:30 p.m. by Mayor Bob Monetza in the Council Chambers of City Hall, 519 Washington Ave.

**Present:** Council Members Mike Fritz, Sarah Kallio, Erin Lyon, Mayor Pro-tem Mike Dora, and Mayor Bob Monetza.

**Absent:** None.

**Others Present:** City Manager Ashley Latsch, City Clerk Maria Boersma, Assistant City Manager Dana Kollewehr, Finance Director Emily Greene, Public Safety Director Nichole Hudson, Public Works Director Michael England, and Project Management Director Derek Gajdos.

**INVOCATION/PLEDGE OF ALLEGIANCE**

**APPOINTMENTS**

**APPROVAL OF CONSENT AND REGULAR AGENDAS**

Council Member **Fritz** moved, seconded by Council Member **Lyon**, to approve the agendas as presented.

**26-065** Mayor Pro-tem **Dora** moved, seconded by Council Member **Fritz**, to remove Item D from the Consent Agenda.

Roll Call Vote:

**This motion carried unanimously.**

**26-066** Council Member **Fritz** moved, seconded by Council Member **Lyon**, to approve the agendas as amended.

Roll Call Vote:

**This motion carried unanimously.**

**FIRST CALL TO AUDIENCE**

**Josh Brugger, District 10 Commissioner:** Shared an update on work being done by Ottawa County.

**Jim Hagen, 400 Lake:** Thanked Council for their discussions on the Economic Incentive Policy.

## PRESENTATIONS

Cara Mazure of the Human Relations Commission presented the Child Abuse Prevention Month Proclamation.

## CONSENT AGENDA.

**26-067** Approve the Special Work Session and the Regular City Council Meeting Minutes of March 16, 2026.

**26-068** Approve the bill's memo in the amount of \$1,631,682.61. **Attachment A**

**26-069** Approve a T-Hanger License Agreement with Eric Rice for hangar G-11.

**26-070** Approve a proclamation recognizing April as Child Abuse Prevention Month in the City of Grand Haven. **Attachment B**

Mayor Pro-tem **Dora** moved, seconded by Council Member **Fritz**, to approve the Consent Agenda as amended.

Roll Call Vote:

**This motion carried unanimously.**

## NEW BUSINESS

**26-071** Council Member **Kallio** moved, seconded by Council Member **Lyon**, to approve a contract with Life EMS for the delivery of emergency medical services within the City of Grand Haven and authorize the Mayor and City Clerk to execute the necessary documents.

Roll Call Vote:

**This motion carried unanimously.**

**26-072** Council Member **Fritz** moved, seconded by Council Member **Kallio**, to approve a Professional Services Agreement with Abonmarche in the budgeted amount of \$32,000.00 for construction administration for the drinking service line investigation project.

Roll Call Vote:

**This motion carried unanimously.**

**26-073** Council Member **Fritz** moved, seconded by Council Member **Kallio**, to approve Task Orders 26 and 31, Tasks 41.1 and 41.2, for development for the Remediation Alternative Analysis report for Harbor Island Remediation, with HDR of Ann Arbor, Michigan in the not to exceed amount of \$150,544.00, contingent upon Board of Light and Power approval for Task Order 26 and authorize the Mayor and City Clerk to execute the necessary documents.

Roll Call Vote:

**This motion carried unanimously.**

### **REPORT BY CITY COUNCIL**

Mayor Pro-tem Dora shared that he attended the East End Association Meeting, assisted with a civics lesson at Rosy Mound Elementary, and shared that multiple special events will be happening in May.

Council Member Kallio thanked constituents for reaching out with feedback regarding the city.

### **CITY MANAGER REPORT**

City Manager Latsch reminded everyone that the Budget Work Session will be held on April 15<sup>th</sup>.

### **CALL TO AUDIENCE SECOND OPPORTUNITY**

**Josh Brugger, District 10 Commissioner:** Shared some of the County's policies on economic incentives for housing and shared that the County uses Fishbeck for third-party reviews.

**Heather Herrygers, GHAPS School Board Member:** Encouraged everyone to attend an upcoming workshop the school board has scheduled to discuss district goals.

### **ADJOURNMENT**

After hearing no further business, Mayor Monetza adjourned the meeting at 8:09 p.m.

---

Robert Monetza, Mayor

---

Maria Boersma, City Clerk

Regular City Council Meeting Minutes  
 Monday, April 13, 2026  
 Page 4

Attachment A

To: Ashley Latseh, City Manager  
 From: Emily Greene, Finance Director  
 CM Date:  
 RE: Bills From Payables Warrant



04.13.26

FUND NUMBER	FUND NAME	WARRANT 03.18.26	ACH WARRANT 3.18.26	WARRANT 03.25.26	ACH WARRANT 03.25.26	WARRANT 04.01.26	ACH WARRANT 04.01.26	WARRANT 04.08.26	ACH WARRANT 04.08.26	CREDIT CARD WARRANT 04.07.26	TOTALS
101	General Fund	\$26,929.94	\$15,387.45	\$18,824.22	\$13,347.12	\$13,493.60	\$41,581.20	\$24,977.23	\$53,012.23	\$8,624.05	\$216,177.04
151	Cemetery Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
202	Major Street Fund	\$3,758.40	\$3,495.48	\$1,878.89	\$206.80	\$272.53	\$387.22	\$12,176.71	\$17,080.59	\$252.00	\$39,508.62
203	Local Street Fund	\$3,567.70	\$0.00	\$1,878.89	\$206.79	\$232.64	\$0.00	\$113.13	\$2,474.21	\$252.00	\$8,129.36
235	Public Safety Millage Rev Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
242	Brd LRRF TIF Rev Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
243	Brownfield Redevelopment Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$12,671.25	\$0.00	\$0.00	\$0.00	\$12,671.25
244	Economic Development Corp Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
245	Downtown TIF Rev Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
246	Downtown TIF GL Rev Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
248	Grand Haven Main Street DDA Fund	\$657.15	\$0.00	\$0.00	\$0.00	\$3,025.77	\$0.00	\$126.84	\$18.98	\$963.31	\$4,732.05
272	2008/17 UTGO Int Bond Rev Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
273	2014 LTGO Bond Rev Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
274	2015 UTGO Bond Rev Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
276	LightHouse Maintenance Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
278	Community Land Trust Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
352	Brownfield TIF Debt Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
372	2008/17 UTGO Int Debt Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
373	2014 LTGO Bond Debt Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
374	2015 UTGO Bond Debt Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
375	Public Safety Bond Debt Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
384	2020 LTGO Bond - Warber Drain Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
394	Downtown TIF Debt Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
401	Public Improvements Fund	\$0.00	\$0.00	\$0.00	\$566.66	\$0.00	\$0.00	\$8,745.20	\$1,152.35	\$0.00	\$10,464.21
402	Fire Truck Replacement Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
410	Harbor Island Remediation Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$169,939.78	\$314.60	\$170,254.38
435	Public Safety Capital Project Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
456	2008/17 UTGO Int Construction Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
457	2014 LTGO Construction Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
458	2015 UTGO Construction Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
508	North Ottawa Recreation Authority	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
509	Sewer Authority Operating	\$6,300.31	\$60.83	\$15,252.25	\$7,082.57	\$27,156.86	\$27,617.60	\$237.27	\$5,325.23	\$423.06	\$423.06
509	Sewer Authority SL Force Main	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$143.68	\$89,176.50
509	Sewer Authority Plant Mod	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
509	GH/SL SA-2013 Debt	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
509	GH/SL SA-SLPS/Force Main Debt	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
509	GH/SL SA-Local Lift Station Debt	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
509	GH/SL SA-2018 Plant Debt	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
510	NDWS Operating	\$22,723.02	\$0.00	\$530.78	\$1,084.93	\$50,460.88	\$30,206.44	\$5,056.33	\$177,165.58	\$0.00	\$287,227.96
510	NDWS Plant Debt	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
510	NDWS Replacement	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
581	Airport Fund	\$553.72	\$0.00	\$175.33	\$0.00	\$5,445.00	\$1,467.93	\$282.37	\$33.98	\$0.00	\$7,958.33
590	City Sewer Fund	\$595.29	\$1,023.23	\$28,446.37	\$137,498.91	\$302.10	\$978.77	\$959.44	\$21,370.29	\$725.45	\$191,869.85
591	City Water Fund	\$3,721.29	\$0.00	\$49,827.80	\$46,113.00	\$1,665.79	\$298.16	\$507.31	\$30,798.49	\$194.75	\$133,126.59
594	Maiana Fund	\$2,374.70	\$0.00	\$24,730.81	\$1,473.08	\$679.99	\$1,254.70	\$14,211.14	\$7,005.58	\$3,515.89	\$55,245.89
597	Boat Launch Fund	\$40.01	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,368.51	\$0.00	\$2.408.52	\$2,408.52
661	Motor Pool Fund	\$8,148.25	\$16,893.56	\$6,112.33	\$1,875.42	\$1,394.84	\$5,691.99	\$1,830.64	\$28,947.96	\$136.79	\$71,031.75
677	Self Insurance Fund	\$0.00	\$2,608.26	\$1,167.09	\$12,095.05	\$40,236.70	\$0.00	\$625.19	\$87,470.75	\$0.00	\$102,799.25
678	OPEB/Retiree Benefits Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$190.80	\$0.00	\$91.80	\$0.00	\$0.00	\$81,640.49
679	Health Benefits Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$282.50
701	Trust & Agency Fund	\$0.00	\$1,242.83	\$0.00	\$0.00	\$0.00	\$0.00	\$14,062.91	\$129,190.12	\$0.00	\$145,878.78
703	Tax Collection Fund	\$1,382.92	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
704	Payroll Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
		\$80,742.70	\$98,103.38	\$151,433.02	\$221,550.33	\$144,557.50	\$122,155.56	\$126,608.72	\$730,986.12	\$15,545.58	\$1,631,682.61

\$1,631,682.61 Total Approved Bills  
 \$330,601.12 Minus eligible bills for release without prior approval, including Utility,  
 \$1,301,081.49 Retirement, Insurance, Health Benefit, and Tax Collection Funds

## Attachment B

### City of Grand Haven, Michigan Proclamation Child Abuse Prevention Month

**WHEREAS**, children are among the most valuable and vulnerable members of our community, and their safety, well-being, and healthy development are essential to the future of the City of Grand Haven; and

**WHEREAS**, child abuse and neglect can have long-lasting and devastating effects on a child's physical, emotional, and mental health, often continuing into adulthood; and

**WHEREAS**, preventing child abuse is a shared responsibility that requires the involvement of families, educators, healthcare providers, faith-based organizations, law enforcement, and community members working together to create safe, nurturing environments for all children; and

**WHEREAS**, strengthening families through education, support services, early intervention, and access to community resources plays a critical role in reducing the risk of child abuse and neglect; and

**WHEREAS**, Child Abuse Prevention Month provides an opportunity to raise awareness, promote protective factors, encourage reporting of suspected abuse, and reaffirm our collective commitment to ensuring that every child grows up free from harm;

**NOW, THEREFORE, BE IT RESOLVED**, that the City Council of the City of Grand Haven hereby proclaims the month of April as Child Abuse Prevention Month, and calls upon all residents to recognize the signs of child abuse and neglect, to support prevention efforts, and to take action to protect the safety and dignity of every child in our community.

**BE IT FURTHER RESOLVED** that the City of Grand Haven recognizes and thanks the professionals, volunteers, and organizations who work tirelessly to prevent child abuse, support families, and advocate for the well-being of children.

**IN WITNESS WHEREOF**, I hereby affix my signature and the seal of the City of Grand Haven on this 13<sup>th</sup> day of April 2026.

---

Robert Monetza  
Mayor, City of Grand Haven

**CITY OF GRAND HAVEN  
GRAND HAVEN, MICHIGAN  
SPECIAL CITY COUNCIL WORK SESSION  
WEDNESDAY, APRIL 15, 2026**

The Special Work Session of the Grand Haven City Council was called to order at 6:03 p.m. by Mayor Robert Monetza in the Ballroom at Central Park Place, 421 Columbus Ave., Grand Haven, MI 49417.

**Present:** Council Members Mike Fritz, Sarah Kallio, Erin Lyon, Mayor Pro-tem Mike Dora, and Mayor Robert Monetza.

**Absent:**

**Others Present:** City Manager Ashley Latsch, City Clerk Maria Boersma, Finance Director Emily Greene, Treasurer Nick Brown, Accountant Annie Hamstra, Director of Public Safety Nichole Hudson, Fire Marshal Terry Turkelson, Captain Lee Adams, Lieutenant Kelvin Miller, Lieutenant Ryan Enlow, Project Management Director Derek Gajdos, Assistant City Manager Dana Kollewehr, Human Resources Manager Tahlor Carlen, Water Treatment Plant Superintendent Eric Law, City Planner Brian Urquhart, Public Works Director Michael England, Facilities and Grounds Manager Derek Lemke, Streets and Utilities Manager Logan Cuddington, and Waterfront and Events Manager Brian Jarosz.

**CALL TO THE AUDIENCE**

**Leann Crowel, Downtown Property Owner:** Commented on a desire for downtown property owners to work with the MSDDA to educate property owners on necessary infrastructure upgrades.

**Jim Hagen, 400 Lake:** Commented on the Public Safety budget.

**FISCAL YEAR 2026-2027 BUDGET REVIEW**

City Manager Ashley Latsch presented the draft Fiscal Year 2026-2027 budget. The proposed budget is balanced while funding key priorities such as treatment of invasive species in the city's urban forests, a tree canopy survey, updating the city's website, refurbishment of the overlook on Harbor Island, infrastructure improvements, citywide sidewalk clearing in the winter, surplus contributions to the city's pension program, and contributing to the firetruck replacement fund.

Members of City Council discussed the proposed budget and asked city staff members clarifying questions about the budget. Items discussed included the fee schedule, increasing fines for ordinance violations, estimated timelines for projects on the capital plan, prioritizing planning for the replacement of the downtown snow melt system boilers, the firetruck replacement fund, the city's general fund balance, and plans for the Public Safety Millage funds.

The Public Hearing for the fiscal year 2026-2027 budget will take place on Monday, May 4, 2026.

**ADJOURNMENT**

After hearing no further business, Robert Monetza adjourned the meeting at 7:50 p.m.

---

Robert Monetza, Mayor

---

Maria Boersma, City Clerk

## Attachment A

### Fiscal Year 2026-27 BUDGET SUMMARY

The City is pleased to present its Budget in Brief for fiscal year 2026-27. This document is meant to provide a high-level overview of the City's Annual Budget. It includes a snapshot of where our finances come from, how they are spent, capital project highlights, and other important information. The Budget ultimately defines operations, how we serve our community, and reflects our priorities as established by the City Council.

For the 2026-27 budget process, the City completed a Community Survey in the month of November 2025 to garner public input prior to City Council's strategic priority session in December. With direction from the City Manager, departmental budgets are then prepared based on anticipated available resources throughout the months of January and February. Staff utilizes City Council's strategic initiatives and goals as a guide when developing the budget as well as their internal priorities. A draft budget is then presented to City Council for review and input in April. Recommendations are incorporated, and a final budget is adopted in May before it takes effect on July 1.

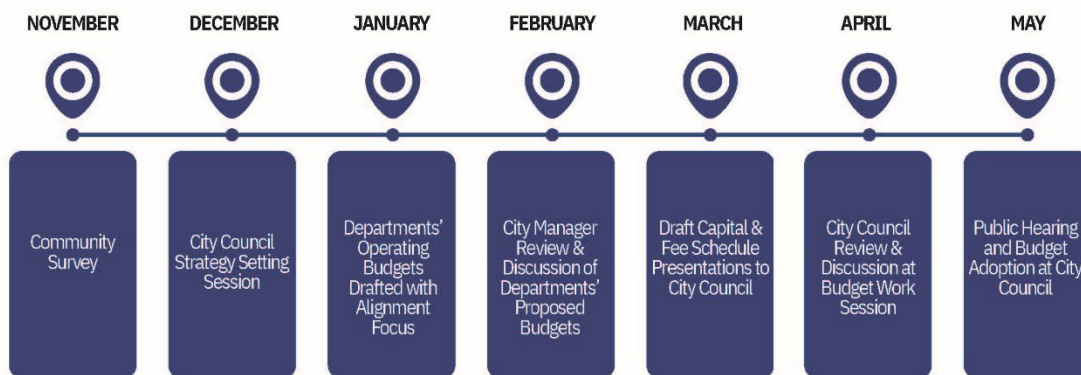
The City continues to see a positive trajectory in General Fund revenue. With an increasingly healthy fund balance in fiscal year 2024-25, the City passed a budget utilizing a portion of the fund balance to tackle a variety of priority capital projects that had been previously deferred. With regard to fiscal year 2025-26 and 2026-27, the City has presented a balanced budget still maintaining a healthy fund balance.

The fiscal year 2026-27 budget addresses a number of current City Council priorities. These include, but are not limited to: funding the treatment of invasive species that are threatening the City's urban tree canopy, a website overhaul to improve accessibility and information sharing, a tree canopy survey to assist in the City's forest management efforts, refurbishment of the overlook on Harbor Island among other park improvements, investment in aging infrastructure, reinstatement of sidewalk clearing, and a surplus contribution to reduce the City's pension liability.

The fiscal year 2026-27 budget is balanced, forward looking, and addresses the priorities and goals of the City Council. With this budget, the City can continue to provide a high level of quality service to its residents while maintaining a positive fiscal outlook.

For additional detail on the City's budget, please see the fiscal year 2026-27 Annual Budget on our website at [www.grandhaven.org](http://www.grandhaven.org) or contact the Finance Department at (616) 847-4893.

### BUDGET DEVELOPMENT TIMELINE | FISCAL YEAR BEGINS JULY 1ST



To: Ashley Latsch, City Manager  
 From: Emily Greene, Finance Director  
 CM Date:  
 RE: Bills From Payables Warrant

04.27.26

FUND NUMBER	FUND NAME	WARRANT 04.15.26	ACH		TOTALS
			WARRANT 04.22.26	WARRANT 04.22.26	
101	General Fund	\$29,527.71	\$56,478.48	\$69,624.00	\$155,630.19
151	Cemetery Fund	\$0.00	\$0.00	\$0.00	\$0.00
202	Major Street Fund	\$747.68	\$26,315.20	\$518.78	\$27,581.66
203	Local Street Fund	\$80.64	\$1,502.86	\$6,072.78	\$7,656.28
235	Public Safety Millage Rev Fund	\$0.00	\$0.00	\$0.00	\$0.00
242	Brfd LBRF TIF Rev Fund	\$0.00	\$0.00	\$0.00	\$0.00
243	Brownfield Redevelopment Fund	\$0.00	\$0.00	\$0.00	\$0.00
244	Economic Development Corp Fund	\$0.00	\$0.00	\$0.00	\$0.00
245	Downtown TIF Rev Fund	\$0.00	\$0.00	\$0.00	\$0.00
246	Brownfield TIF GL Rev Fund	\$0.00	\$0.00	\$0.00	\$0.00
248	Grand Haven Main Street DDA Fund	\$4,944.81	\$650.43	\$1,547.01	\$7,142.25
272	2008/17 UTGO Inf Bond Rev Fund	\$0.00	\$0.00	\$0.00	\$0.00
273	2014 LTGO Bond Rev Fund	\$0.00	\$0.00	\$0.00	\$0.00
274	2015 UTGO Bond Rev Fund	\$0.00	\$0.00	\$0.00	\$0.00
276	LightHouse Maintenance Fund	\$0.00	\$375.00	\$0.00	\$375.00
278	Community Land Trust Fund	\$0.00	\$0.00	\$0.00	\$0.00
352	Brownfield TIF Debt Fund	\$0.00	\$0.00	\$0.00	\$0.00
372	2008/17 UTGO Inf Debt Fund	\$0.00	\$0.00	\$0.00	\$0.00
373	2014 LTGO Bond Debt Fund	\$0.00	\$0.00	\$0.00	\$0.00
374	2015 UTGO Bond Debt Fund	\$0.00	\$0.00	\$0.00	\$0.00
375	Public Safety Bond Debt Fund	\$0.00	\$0.00	\$0.00	\$0.00
384	2020 LTGO Bond - Warber Drain Fund	\$0.00	\$0.00	\$0.00	\$0.00
394	Downtown TIF Debt Fund	\$0.00	\$0.00	\$0.00	\$0.00
401	Public Improvements Fund	\$0.00	\$11,848.79	\$0.00	\$11,848.79
402	Fire Truck Replacement Fund	\$0.00	\$0.00	\$0.00	\$0.00
410	Harbor Island Remediation Fund	\$0.00	\$35,573.20	\$320.00	\$35,893.20
435	Public Safety Capital Project Fund	\$0.00	\$0.00	\$0.00	\$0.00
456	2008/17 UTGO Inf Construction Fund	\$0.00	\$0.00	\$0.00	\$0.00
457	2014 LTGO Construction Fund	\$0.00	\$0.00	\$0.00	\$0.00
458	2015 UTGO Construction Fund	\$0.00	\$0.00	\$0.00	\$0.00
508	North Ottawa Recreation Authority	\$0.00	\$0.00	\$0.00	\$0.00
509	Sewer Authority Operating	\$8,268.96	\$64,579.56	\$5,934.48	\$78,783.00
509	Sewer Authority SL Force Main	\$0.00	\$0.00	\$0.00	\$0.00
509	Sewer Authority Plant Mod	\$0.00	\$0.00	\$0.00	\$0.00
509	GH/SL SA-2013 Debt	\$0.00	\$0.00	\$0.00	\$0.00
509	GH/SL SA-SLPS/Force Main Debt	\$0.00	\$0.00	\$0.00	\$0.00
509	GH/SL SA-Local Lift Station Debt	\$0.00	\$0.00	\$0.00	\$0.00
509	GH/SL SA-2018 Plant Debt	\$0.00	\$0.00	\$0.00	\$0.00
510	NOWS Operating	\$99.76	\$1,103.17	\$1,306.14	\$2,509.07
510	NOWS Plant Debt	\$0.00	\$0.00	\$0.00	\$0.00
510	NOWS Replacement	\$0.00	\$0.00	\$0.00	\$0.00
581	Airport Fund	\$224.28	\$284.86	\$270.28	\$779.42
590	City Sewer Fund	\$275.64	\$16,579.07	\$192.93	\$17,047.64
591	City Water Fund	\$497.89	\$45,445.98	\$15,810.25	\$61,754.12
594	Marina Fund	\$164.50	\$2,327.21	\$9,368.19	\$11,859.90
597	Boat Launch Fund	\$0.00	\$0.00	\$220.99	\$220.99
661	Motor Pool Fund	\$3,894.23	\$2,827.85	\$27.60	\$6,749.68
677	Self Insurance Fund	\$0.00	\$0.00	\$0.00	\$0.00
678	OPEB/Retiree Benefits Fund	\$1,510.16	\$0.00	\$1,167.09	\$2,677.25
679	Health Benefits Fund	\$0.00	\$0.00	\$0.00	\$0.00
701	Trust & Agency Fund	\$0.00	\$0.00	\$0.00	\$0.00
703	Tax Collection Fund	\$0.00	\$0.00	\$0.00	\$0.00
704	Payroll Fund	\$0.00	\$0.00	\$0.00	\$0.00
		\$50,236.26	\$265,891.66	\$112,380.52	\$428,508.44

\$428,508.44 Total Approved Bills

\$2,677.25 Minus eligible bills for release without prior approval: including Utility,

\$425,831.19 Retirement, Insurance, Health Benefit, and Tax Collection Funds



**CITY OF GRAND HAVEN**  
519 Washington Ave  
Grand Haven, MI 49417  
Phone: (616) 847-4888



**TO:** Ashley Latsch, City Manager

**FROM:** Dana Kollewehr, Assistant City Manager *DK*

**DATE:** April 21, 2026

**SUBJECT:** 123 Washington Avenue Brownfield Tax Increment Financing Request

---

### **Incentive Overview**

At the March 2, 2026, City Council meeting, Council considered a request for two incentives for the 123 Washington Avenue project. The applicant, 123 Washington LLC, requested a package of development incentives to support the rehabilitation of an underutilized downtown property, which included:

- \$250,000 in Michigan Economic Development Corporation (MEDC) grant funding.
- Approximately \$589,800 in Brownfield Tax Increment Financing (TIF).
- An estimated \$252,104 in property tax abatement under the Obsolete Property Rehabilitation Act (OPRA).

At the conclusion of the discussion, the City Council tabled the request pending further review and revisions. Following the meeting, the property owner revised the incentive request to remove the OPRA request, thereby reducing the anticipated number of years of TIF reimbursement for eligible activities. As a result, the property owner is requesting approximately \$589,800 in Brownfield TIF reimbursement over 19 years (plus 5 years of the Local Brownfield Revolving Fund (LBRF)). The Brownfield Plan is enclosed.

### **Project Overview**

The approximately \$1.99 million project will redevelop an existing downtown building into a mixed-use development with three residential units and one ground-floor commercial space for restaurant or retail use. The property is along Washington Avenue in the downtown core, approximately two blocks from the waterfront, in a high-visibility pedestrian corridor. The project will preserve the building's architecturally distinctive façade and restore the site as an active economic asset. The residential units are proposed at 100% of Area Median Income (AMI), supporting attainable downtown housing.

### **Brownfield Eligibility**

The property has been underutilized in recent years, consistent with the Brownfield program's intent to encourage reinvestment in functionally obsolete or blighted sites. The Brownfield TIF request would reimburse eligible redevelopment costs using only the incremental taxes generated by the improved property.

With the original incentive request, Plante Moran Realpoint (PMR) conducted a “but for” analysis and concluded that the redevelopment would likely not proceed without public incentives. Even with incentives, projected returns remain modest and below typical market benchmarks, indicating a clear financing gap and validating the need for Brownfield participation. With the revised TIF-only request, PMR did not conduct a second analysis because the “but for” case would still apply, albeit with a reduced incentive.

Through Brownfield TIF, the BRA enables redevelopment while preserving baseline tax revenues for taxing jurisdictions and capturing only the incremental value created by the project.

### **Conclusion**

The proposed redevelopment of 123 Washington Avenue is a strategic infill investment aligned with both BRA and EDC objectives. The project addresses an underutilized downtown property, delivers mixed-use density, adds attainable housing, preserves the property’s architectural character, and strengthens Washington Avenue’s commercial corridor.

Independent third-party analysis confirms that the project meets the “but for” requirement and that Brownfield TIF is necessary to close the financing gap. In exchange, the community benefits from downtown revitalization, leveraged private investment, a stronger long-term tax base, and enhanced economic activity.

**CITY OF GRAND HAVEN  
519 WASHINGTON AVENUE  
GRAND HAVEN, MICHIGAN**

**RESOLUTION #26-  
APPROVING A BROWNFIELD PLAN**

FOR THE 123 WASHINGTON PROJECT  
LOCATED ON PARCEL #70-03-20-405-018 GRAND HAVEN, MICHIGAN  
PURSUANT TO AND IN ACCORDANCE WITH THE PROVISIONS OF ACT 381 OF THE  
PUBLIC ACTS OF THE STATE OF MICHIGAN OF 1996, AS AMENDED

At a meeting of the City of Grand Haven City Council, Ottawa County, Michigan, on the  
27th day of April, 2026, at 7:30 p.m.

PRESENT:

ABSENT:

MOTION BY:

SUPPORTED BY:

WHEREAS, the Brownfield Redevelopment Authority (the "Authority") of the City of Grand Haven, pursuant to and in accordance with the provisions of the Brownfield Redevelopment Financing Act, being Act 381 of the Public Acts of the State of Michigan of 1996, as amended (the "Act"), has prepared and recommended for approval by the City Council a Brownfield Plan (the "Plan") pursuant to and in accordance with Section 13 of the Act; and

WHEREAS, the Authority has, at least ten (10) days before the meeting of the City Council at which this resolution has been considered, provided notice to and fully informed all Taxing Jurisdictions (the "Taxing Jurisdictions") which are affected by the financing plan about the fiscal and economic implications of the proposed financing plan, and the City Council has previously provided to the Taxing Jurisdictions a reasonable opportunity to express their views and recommendations regarding the financing plan and in accordance with Sections 13 and 14 of the Act; and

WHEREAS, the City Council has made the following determinations and findings:

- A. The Plan constitutes a public purpose under the Act;
- B. The Plan meets all of the requirements for a Brownfield Plan Amendment set forth in Section 13 of the Act;
- C. The proposed method of financing the costs of the eligible activities, as described in the Plan, is feasible and the owner and/or developer of the eligible property which is included in the Plan shall finance all eligible activities under the Plan and the Authority shall not issue any notes or bonds related to this Plan;



**THE CITY OF GRAND HAVEN BROWNFIELD REDEVELOPMENT  
 AUTHORITY BROWNFIELD PLAN FOR THE  
 WASHINGTON 123, LLC REDEVELOPMENT PROJECT**

**April 13, 2026**

**Introduction**

The proposed project involves the rehabilitation of the existing vacant building located at 123 Washington Ave. in downtown Grand Haven (the “Property”) into a mixed-use two-story multi-family building with first floor commercial space and residential apartments above (the “Project”) by Washington 123, LLC (the “Developer”). The Project includes renovation of the upper floor to accommodate three (3) two-bedroom residential rental units ranging between approximately 626 to 799 sf each and ground floor commercial space of approximately 2,900 sf planned for restaurant use. The Property currently contains the existing approximately 4,650 sf vacant mixed-use building and four parking spaces on a site that encompasses 0.119 acres.

The Developer is seeking to utilize the Housing TIF program and intends to designate all three (3) of the units for tenants earning 100% area median income (AMI) or less. The Project will facilitate the development of housing projected to be rented to households earning 120% or less of the AMI, of which there is a demand for 688 units by 2029 as identified by the Ottawa County Housing Needs Assessment, linked below:

Rental Demand Potential by Income Level & Rent Northwest Submarket (2024-2029)					
Percent of Median Income	≤ 50%	51%-80%	81%-120%	121%+	Total
Household Income Range	≤\$51,400	\$51,401-\$82,240	\$82,241-\$123,360	\$123,361+	
Monthly Rent Range	≤\$1,285	\$1,286-\$2,055	\$2,056-\$3,084	\$3,085+	
Rental Units Needed	427	186	75	47	

[Ottawa County Housing Needs Assessment - 2025](#)

Total capital investment is estimated to be approximately \$1.99 million. Construction is expected to begin in early 2026 and is estimated to be completed within the following 8 months. The Project is expected to create fifteen (15) new full-time jobs with average wages of approximately \$16/hour.

**Basis of Eligibility**

The Property is considered an “eligible property” as defined in Act 381 of 1996, as amended, because the construction of residential units in a mixed-use project makes the Property a “housing property” under Section 2(y) of the Act.

The Property includes one parcel of property located at 123 Washington Avenue. See [Figures 1 & 2](#) for legal description, parcel size, and maps of the Property.

## Required Elements of Brownfield Plan

### 1. A description of costs intended to be paid for with the tax increment revenues. (MCLA 125.2663(2)(a))

The Developer will seek tax increment financing (“TIF”) from available local taxes, school operating taxes, and state education tax millage for eligible activities at the Property, including demolition, lead and asbestos abatement, housing development activities (i.e. rehabilitation costs), and brownfield plan/work plan preparation and implementation totaling \$589,800.

Table 1 below presents estimated costs of the eligible activities for the Project which qualify for reimbursement from tax increment financing. The Property is located within the City of Grand Haven Downtown Development Authority (the “DDA”) district and is subject to the DDA’s tax increment financing plan capture which captures all available local millages with the exception of the school taxes (i.e. SET, school operating and ISD). The DDA and the City of Grand Haven Brownfield Redevelopment Authority (the “Authority”) will execute a pass-through agreement or resolution that will allow the Tax Increment Revenues (“TIR”) generated from the Project to be used by the Authority to reimburse eligible activities.

<b>Table 1 – Eligible Activities</b>	
<b>Task</b>	<b>Cost Estimate</b>
1. Demolition	\$ 231,000
2. Lead and Asbestos Abatement	\$ 33,800
3. Housing Development Activities – Rehabilitation	\$ 295,000
<i>Eligible Activity Sub-total</i>	<b>\$ 559,800</b>
4. Brownfield Plan/Work Plan Preparation and Implementation	\$ 30,000
<b>ELIGIBLE ACTIVITY TOTAL</b>	<b>\$ 589,800</b>

### 2. A brief summary of the eligible activities that are proposed for each eligible property. (MCLA 125.2663(2)(b))

“Eligible activities” are defined in Act 381 of 1996, as amended (the “Act”) as meaning one or more of the following: (i) department specific activities; (ii) relocation of public buildings or operations for economic development purposes; (iii) reasonable cost of environmental insurance; (iv) reasonable cost of developing, preparing and implementing brownfield plans, combined brownfield plans, and work plans; (v) demolition of structures that is not a response activity under Part 201 of NREPA; and (vi) lead, asbestos, or mold abatement. In addition, in qualified local governmental units such as the City of Grand Haven and a project includes housing property located in a community that has identified a specific housing need and has absorption data or job growth data included in the brownfield plan, the Act includes the following additional activities under the definition of “eligible activities”: (A) housing development activities; (B) infrastructure improvements that are necessary for housing property and support housing

development activities; and (C) site preparation that is not a response activity and that supports housing development activities.

The cost of eligible activities is estimated in Table 1 above and includes the following:

1. Demolition. Costs associated with substantial interior and selective structural demolition necessary to make the Property suitable to accommodate three (3) income-qualified residential units as well as first floor commercial. Costs include pre-demolition materials surveys.
2. Lead and Asbestos Abatement. Given the age of the building and initial survey results, costs include proper removal and disposal of asbestos containing materials abatement.
3. Housing Development Activities. To support the critical need for attainable housing in the City, Developer intends to price all three (3) of the Project's residential units for income qualified households (i.e., those with an annual household income of not more than 100% AMI). Reimbursement to support rehabilitation costs associated with the development of the residential units is an eligible activity.
4. Brownfield Plan Preparation, Development and Implementation. Costs incurred to prepare, develop, and implement this Plan, as required per Act 381 of 1996, as amended.

3. **An estimate of the captured taxable value and tax increment revenues for each year of the Plan from each parcel of eligible property and in the aggregate. (MCLA 125.2663(2)(c))**

An estimate of real property tax capture for tax increment financing is attached as Table 2.

4. **The method by which the costs of the Plan will be financed, including a description of any advances made or anticipated to be made for the costs of the Plan from the City. (MCLA 125.2663(2)(d))**

The cost of the Eligible Activities included in this Plan will initially be paid for by the Developer and it will seek reimbursement through available tax increment revenue during the term of the Plan.

5. **The maximum amount of the note or bonded indebtedness to be incurred, if any. (MCLA 125.2663(2)(e))**

Bonds will not be issued for the Project.

6. **The duration of the Plan, which shall not exceed the lesser of (1) the period required to pay for the eligible activities from tax increment revenues plus the period of capture authorized for the local site remediation revolving fund or (2) 30 years. (MCLA 125.2663(2)(f)).**

The duration of the Plan for the Project is estimated to be 25 years. It is estimated that redevelopment of the Property will be completed by late 2026 and that it will take up to 19 years to recapture the eligible activities costs through tax increment revenues, plus five years of capture for the Local Brownfield Revolving Fund (the “LBRF”), if available. Therefore, the first year of tax increment capture will be 2027 and the Plan will remain in place until the Developer is fully reimbursed and the Authority has completed capture for the LBRF capture, if available, subject to the maximum duration provided for in MCL 125.2663. The Authority intends to capture funds to fund the LBRF with tax increment revenue capture, if available.

**7. An estimate of the impact of tax increment financing on the revenues of all taxing jurisdictions in which the Property is located. (MCLA 125.2663(2)(g))**

An estimate of real property tax capture is attached as Table 2.

**8. A legal description of each parcel of eligible property to which the Plan applies, a map showing the location and dimensions of each eligible property, a statement of the characteristics that qualify the property as eligible property, and a statement of whether personal property is included as a part of the eligible property. (MCLA 125.2663(2)(h))**

- a. See legal description and site map in Figure 1.
- b. The Property is an “eligible property” because it is “housing property,” as defined in the Act. Additionally, the Property was deemed functionally obsolete.
- c. Characteristics of Property:

By at least 1900, the Kiel Funeral and Furniture Company operated at 123 and 125 Washington Street. In the early 1900s, part of the building was used by a music dealer selling instruments, records, and related services. The structure was destroyed by fire in 1914 and rebuilt. Around 1930, it became Kelbey Auto Sales, followed in the 1930s by a Hotpoint store selling and repairing small appliances. In 1946, it became Floto’s Home Appliances, later remodeled in 1949 in the art deco style and expanded to include household goods and furnishings. In 1955, the building was damaged by fire and subsequently repairs, with Floto’s Gifts opening at the Property shortly after. Floto’s Gift occupied the Property until 2024, and the Property has remained vacant since.

- d. Personal property: New personal property added to the Property is included as part of the “eligible property” to the extent it is taxable.

**9. Estimates of the number of persons residing on each eligible property to which the plan applies and the number of families and individuals to be displaced. If occupied residences are designated for acquisition and clearance by the authority, the plan must include a demographic survey of the persons to be displaced, a statistical description of the housing supply in the community, including the number of private**

**and public units in existence or under construction, the condition of those in existence, the number of owner-occupied and renter-occupied units, the annual rate of turnover of the various types of housing and the range of rents and sale prices, an estimate of the total demand for housing in the community, and the estimated capacity of private and public housing available to displaced families and individuals. (MCL 125.2663(2)(i))**

There are no persons currently residing on this Property and, therefore, no families or individuals will be displaced.

**10. A plan for establishing priority for the relocation of persons displaced by implementation of the Plan, if applicable. (MCLA 125.2663(2)(j))**

This section is inapplicable to this site as there are no persons residing on this Property.

**11. Provision for the costs of relocating persons displaced by implementation of the Plan, and financial assistance and reimbursement of expenses, if any. (MCLA 125.2663(2)(k))**

This section is inapplicable to this site as there are no persons residing on this Property.

**12. A strategy for compliance with the Michigan Relocation Assistance Act, if applicable (MCLA 125.2663(2)(l))**

This section is inapplicable to this site as there are no persons residing on this Property.

**13. Other material that the Authority or the City Council considers pertinent. (MCLA 125.2663(2)(m))**

The Project will generate increased tax revenue for the taxing jurisdictions, create new job opportunities, and stimulate additional investment in the surrounding community and along Grand Haven Main Street. The Project will significantly improve the overall use of the Property by repurposing the vacant and obsolete structure into a mixed-use facility with attainable residential units and active commercial space in downtown Grand Haven.

## **Figure 1**

### **Property Description**

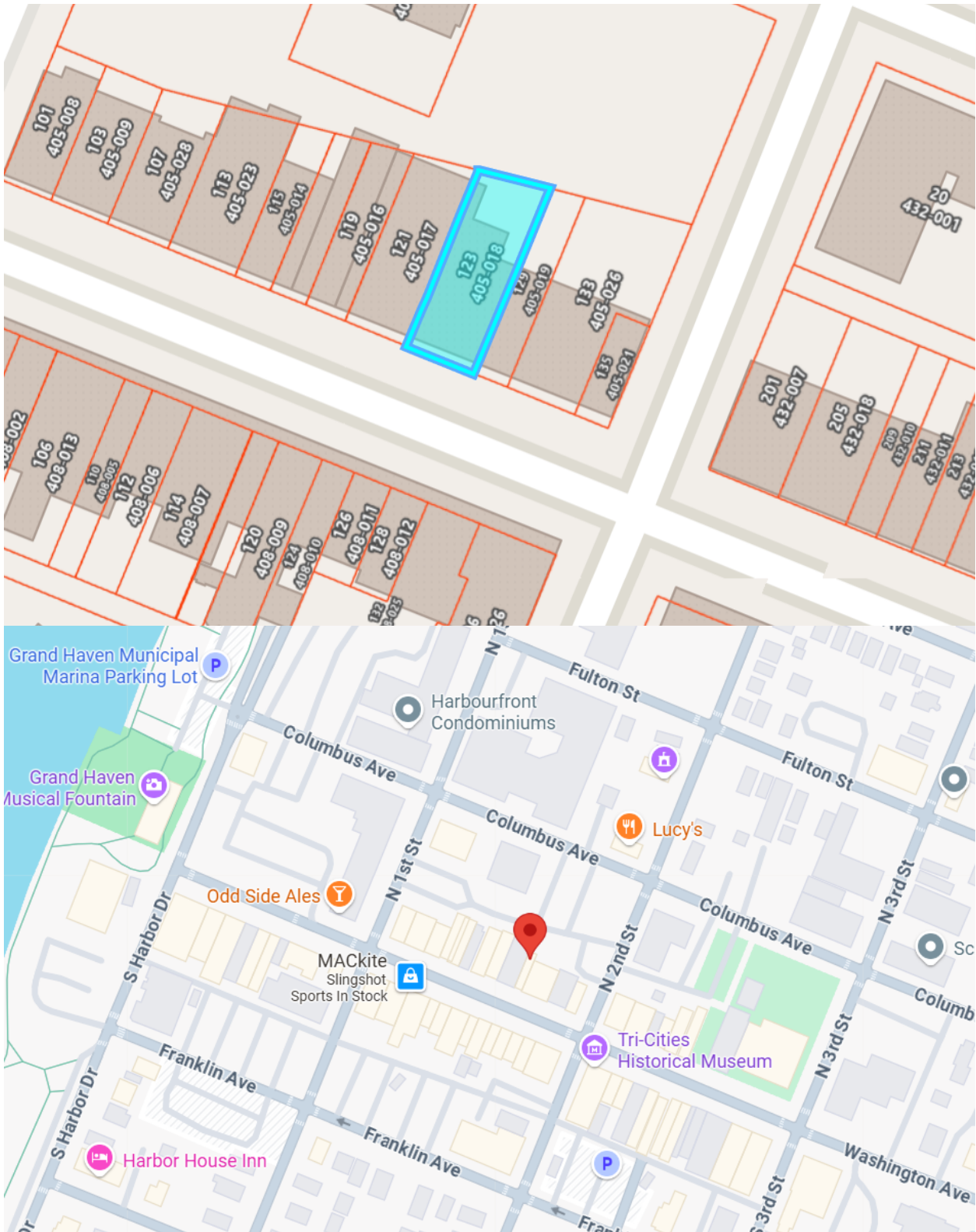
**Property Address:** 123 Washington Ave, Grand Haven, MI 49417

**Tax Parcel No.:** 70-03-20-405-018

**Parcel Size:** 0.119 acres

**Legal Description:** W 44 FT OF LOTS 161 & 162 ORIG. PLAT, EXC THE MOST NLY PART USED FOR ALLEY PURPOSES. ORIGINAL PLAT

Figure 2  
Eligible Property Map



### **Figure 3**

#### **Summary of Functional Obsolescence**



City of Grand Haven  
Assessor's Office  
519 Washington Avenue  
Grand Haven, MI 49417  
616.846.8262  
assessing@miottawa.org

October 10, 2025

Mr. Andrew Todtz  
Washington 123 LLC  
17994 Holcomb Rd.  
Grand Haven, MI 49417

RE: Statement of Functional Obsolescence – 123 Washington Avenue

Mr. Todtz,

Based upon an inspection of the improvements located at 123 Washington Avenue, Grand Haven, MI 49417, otherwise known as parcel number 70-03-20-405-018, it is our opinion that the property is functionally obsolete as of October 8, 2025. Interior & exterior finishes, electrical, mechanical, and plumbing systems which date to the 1950's or earlier are non-functioning and/or require modernization. These combined reasons support the conclusion.

Mr. Busscher is licensed by the State of Michigan as a Master Assessing Officer, and Residential Builder. Mr. Morgan is licensed by the State of Michigan as a Master Assessing Officer, Real Estate Appraiser, and Residential Builder.

Should you have further questions please find our contact information above.

Sincerely,

Brian Busscher, MMAO  
Ottawa County Equalization Director  
City of Grand Haven Assessor

Joshua Morgan, MMAO  
Deputy Equalization Director

Cc: Jared Belka, Warner Norcross & Judd LLP  
Dana Kollewehr, Assistant City Manager, City of Grand Haven  
Carla Hill, Assessing Division Manager, Ottawa County Equalization

**Table 2**

**TIF Table**

Tax Increment Revenue Capture Estimates  
 Washington 123, LLC  
 123 Washington Ave  
 Grand Haven, Michigan  
 April 13, 2026

Estimated Taxable Value (TV) Increase Rate: 3% per year

Plan Year	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17
Calendar Year	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	2042	2043
*Base Taxable Value	\$ 201,148	\$ 201,148	\$ 201,148	\$ 201,148	\$ 201,148	\$ 201,148	\$ 201,148	\$ 201,148	\$ 201,148	\$ 201,148	\$ 201,148	\$ 201,148	\$ 201,148	\$ 201,148	\$ 201,148	\$ 201,148	\$ 201,148	\$ 201,148
Estimated New TV	\$ 201,148	\$ 725,449	\$ 747,212	\$ 769,629	\$ 792,718	\$ 816,499	\$ 840,994	\$ 866,224	\$ 892,211	\$ 918,977	\$ 946,546	\$ 974,943	\$ 1,004,191	\$ 1,034,317	\$ 1,065,346	\$ 1,097,307	\$ 1,130,226	\$ 1,164,133
Incremental Difference (New TV - Base TV)	\$ -	\$ 524,301	\$ 546,064	\$ 568,481	\$ 591,570	\$ 615,351	\$ 639,846	\$ 665,076	\$ 691,063	\$ 717,829	\$ 745,398	\$ 773,795	\$ 803,043	\$ 833,169	\$ 864,198	\$ 896,159	\$ 929,078	\$ 962,985

School Capture	Millage Rate	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17
State Education Tax (SET)	6.0000	\$ -	\$ 3,146	\$ 3,276	\$ 3,411	\$ 3,549	\$ 3,692	\$ 3,839	\$ 3,990	\$ 4,146	\$ 4,307	\$ 4,472	\$ 4,643	\$ 4,818	\$ 4,999	\$ 5,185	\$ 5,377	\$ 5,574	\$ 5,778
School Operating Tax	18.0000	\$ -	\$ 9,437	\$ 9,829	\$ 10,233	\$ 10,648	\$ 11,076	\$ 11,517	\$ 11,971	\$ 12,439	\$ 12,921	\$ 13,417	\$ 13,928	\$ 14,455	\$ 14,997	\$ 15,556	\$ 16,131	\$ 16,723	\$ 17,334
<b>School Total</b>	<b>24.0000</b>	<b>\$ -</b>	<b>\$ 12,583</b>	<b>\$ 13,106</b>	<b>\$ 13,644</b>	<b>\$ 14,198</b>	<b>\$ 14,768</b>	<b>\$ 15,356</b>	<b>\$ 15,962</b>	<b>\$ 16,586</b>	<b>\$ 17,228</b>	<b>\$ 17,890</b>	<b>\$ 18,571</b>	<b>\$ 19,273</b>	<b>\$ 19,996</b>	<b>\$ 20,741</b>	<b>\$ 21,508</b>	<b>\$ 22,298</b>	<b>\$ 23,112</b>

Local Capture	Millage Rate	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17
GHC Operating	10.5535	\$ -	\$ 5,533	\$ 5,763	\$ 5,999	\$ 6,243	\$ 6,494	\$ 6,753	\$ 7,019	\$ 7,293	\$ 7,576	\$ 7,867	\$ 8,166	\$ 8,475	\$ 8,793	\$ 9,120	\$ 9,458	\$ 9,805	\$ 10,163
GHC Transp	0.6000	\$ -	\$ 315	\$ 328	\$ 341	\$ 355	\$ 369	\$ 384	\$ 399	\$ 415	\$ 431	\$ 447	\$ 464	\$ 482	\$ 500	\$ 519	\$ 538	\$ 557	\$ 578
GHC Museum	0.2293	\$ -	\$ 120	\$ 125	\$ 130	\$ 136	\$ 141	\$ 147	\$ 153	\$ 158	\$ 165	\$ 171	\$ 177	\$ 184	\$ 191	\$ 198	\$ 205	\$ 213	\$ 221
GHC Infrastructure	0.9535	\$ -	\$ 500	\$ 521	\$ 542	\$ 564	\$ 587	\$ 610	\$ 634	\$ 659	\$ 684	\$ 711	\$ 738	\$ 766	\$ 794	\$ 824	\$ 854	\$ 886	\$ 918
GHC Aging Coun	0.2257	\$ -	\$ 118	\$ 123	\$ 128	\$ 134	\$ 139	\$ 144	\$ 150	\$ 156	\$ 162	\$ 168	\$ 175	\$ 181	\$ 188	\$ 195	\$ 202	\$ 210	\$ 217
Loutit Lib-Oper	0.9410	\$ -	\$ 493	\$ 514	\$ 535	\$ 557	\$ 579	\$ 602	\$ 626	\$ 650	\$ 675	\$ 701	\$ 728	\$ 756	\$ 784	\$ 813	\$ 843	\$ 874	\$ 906
Ottawa ISD	6.0962	\$ -	\$ 3,196	\$ 3,329	\$ 3,466	\$ 3,606	\$ 3,751	\$ 3,901	\$ 4,054	\$ 4,213	\$ 4,376	\$ 4,544	\$ 4,717	\$ 4,896	\$ 5,079	\$ 5,268	\$ 5,463	\$ 5,664	\$ 5,871
County Oper	3.9000	\$ -	\$ 2,045	\$ 2,130	\$ 2,217	\$ 2,307	\$ 2,400	\$ 2,495	\$ 2,594	\$ 2,695	\$ 2,800	\$ 2,907	\$ 3,018	\$ 3,132	\$ 3,249	\$ 3,370	\$ 3,495	\$ 3,623	\$ 3,756
County CMH	0.2832	\$ -	\$ 148	\$ 155	\$ 161	\$ 168	\$ 174	\$ 181	\$ 188	\$ 196	\$ 203	\$ 211	\$ 219	\$ 227	\$ 236	\$ 245	\$ 254	\$ 263	\$ 273
County Roads	0.4722	\$ -	\$ 248	\$ 258	\$ 268	\$ 279	\$ 291	\$ 302	\$ 314	\$ 326	\$ 339	\$ 352	\$ 365	\$ 379	\$ 393	\$ 408	\$ 423	\$ 439	\$ 455
County E-911	0.4155	\$ -	\$ 218	\$ 227	\$ 236	\$ 246	\$ 256	\$ 266	\$ 276	\$ 287	\$ 298	\$ 310	\$ 322	\$ 334	\$ 346	\$ 359	\$ 372	\$ 386	\$ 400
County Parks	0.3133	\$ -	\$ 164	\$ 171	\$ 178	\$ 185	\$ 193	\$ 200	\$ 208	\$ 217	\$ 225	\$ 234	\$ 242	\$ 252	\$ 261	\$ 271	\$ 281	\$ 291	\$ 302
<b>Local Total</b>	<b>24.9834</b>	<b>\$ -</b>	<b>\$ 13,099</b>	<b>\$ 13,643</b>	<b>\$ 14,203</b>	<b>\$ 14,779</b>	<b>\$ 15,374</b>	<b>\$ 15,986</b>	<b>\$ 16,616</b>	<b>\$ 17,265</b>	<b>\$ 17,934</b>	<b>\$ 18,623</b>	<b>\$ 19,332</b>	<b>\$ 20,063</b>	<b>\$ 20,815</b>	<b>\$ 21,591</b>	<b>\$ 22,389</b>	<b>\$ 23,212</b>	<b>\$ 24,059</b>

Non-Capturable Millages	Millage Rate	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17
GHC MSDDA	1.6043	\$ -	\$ 841	\$ 876	\$ 912	\$ 949	\$ 987	\$ 1,027	\$ 1,067	\$ 1,109	\$ 1,152	\$ 1,196	\$ 1,241	\$ 1,288	\$ 1,337	\$ 1,386	\$ 1,438	\$ 1,491	\$ 1,545
GHC Infra Debt08	1.0000	\$ -	\$ 524	\$ 546	\$ 568	\$ 592	\$ 615	\$ 640	\$ 665	\$ 691	\$ 718	\$ 745	\$ 774	\$ 803	\$ 833	\$ 864	\$ 896	\$ 929	\$ 963
GHC Infra Debt15	0.9000	\$ -	\$ 472	\$ 491	\$ 512	\$ 532	\$ 554	\$ 576	\$ 599	\$ 622	\$ 646	\$ 671	\$ 696	\$ 723	\$ 750	\$ 778	\$ 807	\$ 836	\$ 867
Loutit Lib-Debt	0.1150	\$ -	\$ 60	\$ 63	\$ 65	\$ 68	\$ 71	\$ 74	\$ 76	\$ 79	\$ 83	\$ 86	\$ 89	\$ 92	\$ 96	\$ 99	\$ 103	\$ 107	\$ 111
GH Sch Debt	0.3300	\$ -	\$ 173	\$ 180	\$ 188	\$ 195	\$ 203	\$ 211	\$ 219	\$ 228	\$ 237	\$ 246	\$ 255	\$ 265	\$ 275	\$ 285	\$ 296	\$ 307	\$ 318
<b>Total Non-Capturable Taxes</b>	<b>3.9493</b>	<b>\$ -</b>	<b>\$ 2,071</b>	<b>\$ 2,157</b>	<b>\$ 2,245</b>	<b>\$ 2,336</b>	<b>\$ 2,430</b>	<b>\$ 2,527</b>	<b>\$ 2,627</b>	<b>\$ 2,729</b>	<b>\$ 2,835</b>	<b>\$ 2,944</b>	<b>\$ 3,056</b>	<b>\$ 3,171</b>	<b>\$ 3,290</b>	<b>\$ 3,413</b>	<b>\$ 3,539</b>	<b>\$ 3,669</b>	<b>\$ 3,803</b>

**Total Tax Increment Revenue (TIR) Available for Capture** \$ - \$ 25,682 \$ 26,748 \$ 27,846 \$ 28,977 \$ 30,142 \$ 31,342 \$ 32,578 \$ 33,851 \$ 35,162 \$ 36,512 \$ 37,903 \$ 39,336 \$ 40,811 \$ 42,331 \$ 43,897 \$ 45,509 \$ 47,170

Footnotes:  
 Assumes 3% inflation increases

Tax Increment Revenue Capture Estimates  
Washington 123, LLC  
123 Washington Ave  
Grand Haven, Michigan  
April 13, 2026

Estimated Taxable Value (TV) Increase Rate:

Plan Year	18	19	20	21	22	23	24	25	26	27	28	29	30	TOTAL
Calendar Year	2044	2045	2046	2047	2048	2049	2050	2051	2052	2053	2054	2055	2056	
*Base Taxable Value	\$ 201,148	\$ 201,148	\$ 201,148	\$ 201,148	\$ 201,148	\$ 201,148	\$ 201,148	\$ 201,148	\$ 201,148	\$ 201,148	\$ 201,148	\$ 201,148	\$ 201,148	\$ 201,148
Estimated New TV	\$ 1,199,057	\$ 1,235,028	\$ 1,272,079	\$ 1,310,242	\$ 1,349,549	\$ 1,390,035	\$ 1,431,736	\$ 1,474,688	\$ 1,518,929	\$ 1,564,497	\$ 1,611,432	\$ 1,659,775	\$ 1,709,568	\$ 1,709,568
Incremental Difference (New TV - Base TV)	\$ 997,909	\$ 1,033,880	\$ 1,070,931	\$ 1,109,094	\$ 1,148,401	\$ 1,188,887	\$ 1,230,588	\$ 1,273,540	\$ 1,317,781	\$ 1,363,349	\$ 1,410,284	\$ 1,458,627	\$ 1,508,420	\$ 1,508,420

School Capture	Millage Rate																		
State Education Tax (SET)	6.0000	\$ 5,987	\$ 6,203	\$ 6,426	\$ 6,655	\$ 6,890	\$ 7,133	\$ 7,384	\$ 7,641	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 128,524
School Operating Tax	18.0000	\$ 17,962	\$ 18,610	\$ 19,277	\$ 19,964	\$ 20,671	\$ 21,400	\$ 22,151	\$ 22,924	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 385,571
<b>School Total</b>	<b>24.0000</b>	<b>\$ 23,950</b>	<b>\$ 24,813</b>	<b>\$ 25,702</b>	<b>\$ 26,618</b>	<b>\$ 27,562</b>	<b>\$ 28,533</b>	<b>\$ 29,534</b>	<b>\$ 30,565</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 514,095</b>	

Local Capture	Millage Rate																		
GHC Operating	10.5535	\$ 10,531	\$ 10,911	\$ 11,302	\$ 11,705	\$ 12,120	\$ 12,547	\$ 12,987	\$ 13,440	\$ 13,907	\$ 14,388	\$ 14,883	\$ 15,394	\$ 15,919	\$ 300,554				
GHC Transp	0.6000	\$ 599	\$ 620	\$ 643	\$ 665	\$ 689	\$ 713	\$ 738	\$ 764	\$ 791	\$ 818	\$ 846	\$ 875	\$ 905	\$ 17,087				
GHC Museum	0.2293	\$ 229	\$ 237	\$ 246	\$ 254	\$ 263	\$ 273	\$ 282	\$ 292	\$ 302	\$ 313	\$ 323	\$ 334	\$ 346	\$ 6,530				
GHC Infrastructure	0.9535	\$ 952	\$ 986	\$ 1,021	\$ 1,058	\$ 1,095	\$ 1,134	\$ 1,173	\$ 1,214	\$ 1,257	\$ 1,300	\$ 1,345	\$ 1,391	\$ 1,438	\$ 27,155				
GHC Aging Coun	0.2257	\$ 225	\$ 233	\$ 242	\$ 250	\$ 259	\$ 268	\$ 278	\$ 287	\$ 297	\$ 308	\$ 318	\$ 329	\$ 340	\$ 6,428				
Loutit Lib-Oper	0.9410	\$ 939	\$ 973	\$ 1,008	\$ 1,044	\$ 1,081	\$ 1,119	\$ 1,158	\$ 1,198	\$ 1,240	\$ 1,283	\$ 1,327	\$ 1,373	\$ 1,419	\$ 26,799				
Ottawa ISD	6.0962	\$ 6,083	\$ 6,303	\$ 6,529	\$ 6,761	\$ 7,001	\$ 7,248	\$ 7,502	\$ 7,764	\$ 8,033	\$ 8,311	\$ 8,597	\$ 8,892	\$ 9,196	\$ 173,614				
County Oper	3.9000	\$ 3,892	\$ 4,032	\$ 4,177	\$ 4,325	\$ 4,479	\$ 4,637	\$ 4,799	\$ 4,967	\$ 5,139	\$ 5,317	\$ 5,500	\$ 5,689	\$ 5,883	\$ 111,068				
County CMH	0.2832	\$ 283	\$ 293	\$ 303	\$ 314	\$ 325	\$ 337	\$ 349	\$ 361	\$ 373	\$ 386	\$ 399	\$ 413	\$ 427	\$ 8,065				
County Roads	0.4722	\$ 471	\$ 488	\$ 506	\$ 524	\$ 542	\$ 561	\$ 581	\$ 601	\$ 622	\$ 644	\$ 666	\$ 689	\$ 712	\$ 13,448				
County E-911	0.4155	\$ 415	\$ 430	\$ 445	\$ 461	\$ 477	\$ 494	\$ 511	\$ 529	\$ 548	\$ 566	\$ 586	\$ 606	\$ 627	\$ 11,833				
County Parks	0.3133	\$ 313	\$ 324	\$ 336	\$ 347	\$ 360	\$ 372	\$ 386	\$ 399	\$ 413	\$ 427	\$ 442	\$ 457	\$ 473	\$ 8,923				
<b>Local Total</b>	<b>24.9834</b>	<b>\$ 24,931</b>	<b>\$ 25,830</b>	<b>\$ 26,756</b>	<b>\$ 27,709</b>	<b>\$ 28,691</b>	<b>\$ 29,702</b>	<b>\$ 30,744</b>	<b>\$ 31,817</b>	<b>\$ 32,923</b>	<b>\$ 34,061</b>	<b>\$ 35,234</b>	<b>\$ 36,441</b>	<b>\$ 37,685</b>	<b>\$ 711,505</b>				

Non-Capturable Millages	Millage Rate																		
GHC MSDDA	1.6043	\$ 1,601	\$ 1,659	\$ 1,718	\$ 1,779	\$ 1,842	\$ 1,907	\$ 1,974	\$ 2,043	\$ 2,114	\$ 2,187	\$ 2,263	\$ 2,340	\$ 2,420	\$ 45,689				
GHC Infra Debt08	1.0000	\$ 998	\$ 1,034	\$ 1,071	\$ 1,109	\$ 1,148	\$ 1,189	\$ 1,231	\$ 1,274	\$ 1,318	\$ 1,363	\$ 1,410	\$ 1,459	\$ 1,508	\$ 28,479				
GHC Infra Debt15	0.9000	\$ 898	\$ 930	\$ 964	\$ 998	\$ 1,034	\$ 1,070	\$ 1,108	\$ 1,146	\$ 1,186	\$ 1,227	\$ 1,269	\$ 1,313	\$ 1,358	\$ 25,631				
Loutit Lib-Debt	0.1150	\$ 115	\$ 119	\$ 123	\$ 128	\$ 132	\$ 137	\$ 142	\$ 146	\$ 152	\$ 157	\$ 162	\$ 168	\$ 173	\$ 3,275				
GH Sch Debt	0.3300	\$ 329	\$ 341	\$ 353	\$ 366	\$ 379	\$ 392	\$ 406	\$ 420	\$ 435	\$ 450	\$ 465	\$ 481	\$ 498	\$ 9,398				
<b>Total Non-Capturable Taxes</b>	<b>3.9493</b>	<b>\$ 3,941</b>	<b>\$ 4,083</b>	<b>\$ 4,229</b>	<b>\$ 4,380</b>	<b>\$ 4,535</b>	<b>\$ 4,695</b>	<b>\$ 4,860</b>	<b>\$ 5,030</b>	<b>\$ 5,204</b>	<b>\$ 5,384</b>	<b>\$ 5,570</b>	<b>\$ 5,761</b>	<b>\$ 5,957</b>	<b>\$ 112,473</b>				

**Total Tax Increment Revenue (TIR) Available for Capture** \$ **48,881** \$ **50,643** \$ **52,458** \$ **54,327** \$ **56,253** \$ **58,236** \$ **60,278** \$ **62,382** \$ **64,543** \$ **66,757** \$ **69,031** \$ **71,364** \$ **73,756** \$ **76,207** \$ **78,717** \$ **81,286** \$ **83,914** \$ **86,601** \$ **89,348** \$ **92,155** \$ **95,022**

Footnotes:  
Assumes 3% inflation increases

**Tax Increment Revenue Capture Estimates**  
**Washington 123, LLC**  
**123 Washington Ave**  
**Grand Haven, Michigan**  
**April 13, 2026**

Developer Maximum Reimbursement	Proportionality	School & Local Taxes	Local-Only Taxes	Total
<b>State</b>	<b>48.2%</b>	<b>\$ 284,507</b>		<b>\$ 284,507</b>
<b>Local</b>	<b>51.8%</b>	<b>\$ 305,293</b>	<b>\$ -</b>	<b>\$ 305,293</b>
<b>TOTAL</b>		<b>\$ 589,800</b>	<b>\$ -</b>	<b>\$ 589,800</b>
EGLE	0.0%	\$ -	\$ -	\$ -
MSHDA	100.0%	\$ 589,800	\$ -	\$ 589,800

Estimated Total Years of Plan: 25
--------------------------------------

Estimated Capture	\$ 848,924
Administrative Fees	\$ 42,446
State Brownfield Redevelopment Fund	\$ 43,198
Local Brownfield Revolving Fund	\$ 155,604

	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039
Total State Incremental Revenue	\$ -	\$ 12,583	\$ 13,106	\$ 13,644	\$ 14,198	\$ 14,768	\$ 15,356	\$ 15,962	\$ 16,586	\$ 17,228	\$ 17,890	\$ 18,571	\$ 19,273	\$ 19,996
State Brownfield Redevelopment Fund (50% of SET)	\$ -	\$ (1,573)	\$ (1,638)	\$ (1,705)	\$ (1,775)	\$ (1,846)	\$ (1,920)	\$ (1,995)	\$ (2,073)	\$ (2,153)	\$ (2,236)	\$ (2,321)	\$ (2,409)	\$ (2,500)
<b>State TIR Available for Reimbursement</b>	<b>\$ -</b>	<b>\$ 11,010</b>	<b>\$ 11,467</b>	<b>\$ 11,938</b>	<b>\$ 12,423</b>	<b>\$ 12,922</b>	<b>\$ 13,437</b>	<b>\$ 13,967</b>	<b>\$ 14,512</b>	<b>\$ 15,074</b>	<b>\$ 15,653</b>	<b>\$ 16,250</b>	<b>\$ 16,864</b>	<b>\$ 17,497</b>
Total Local Incremental Revenue	\$ -	\$ 13,099	\$ 13,643	\$ 14,203	\$ 14,779	\$ 15,374	\$ 15,986	\$ 16,616	\$ 17,265	\$ 17,934	\$ 18,623	\$ 19,332	\$ 20,063	\$ 20,815
BRA Administrative Fee (5%)	5% \$ -	\$ (1,284)	\$ (1,337)	\$ (1,392)	\$ (1,449)	\$ (1,507)	\$ (1,567)	\$ (1,629)	\$ (1,693)	\$ (1,758)	\$ (1,826)	\$ (1,895)	\$ (1,967)	\$ (2,041)
<b>Local TIR Available for Reimbursement</b>	<b>\$ -</b>	<b>\$ 11,815</b>	<b>\$ 12,305</b>	<b>\$ 12,810</b>	<b>\$ 13,331</b>	<b>\$ 13,866</b>	<b>\$ 14,418</b>	<b>\$ 14,987</b>	<b>\$ 15,573</b>	<b>\$ 16,176</b>	<b>\$ 16,797</b>	<b>\$ 17,437</b>	<b>\$ 18,096</b>	<b>\$ 18,775</b>
<b>Total State &amp; Local TIR Available</b>	<b>\$ -</b>	<b>\$ 22,825</b>	<b>\$ 23,772</b>	<b>\$ 24,748</b>	<b>\$ 25,754</b>	<b>\$ 26,789</b>	<b>\$ 27,855</b>	<b>\$ 28,954</b>	<b>\$ 30,085</b>	<b>\$ 31,250</b>	<b>\$ 32,450</b>	<b>\$ 33,687</b>	<b>\$ 34,960</b>	<b>\$ 36,271</b>

DEVELOPER	Beginning Balance	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039
<b>DEVELOPER Reimbursement Balance</b>	<b>\$ 589,800</b>	<b>\$ 589,800</b>	<b>\$ 589,800</b>	<b>\$ 566,975</b>	<b>\$ 543,202</b>	<b>\$ 518,454</b>	<b>\$ 492,701</b>	<b>\$ 465,912</b>	<b>\$ 438,057</b>	<b>\$ 409,103</b>	<b>\$ 379,018</b>	<b>\$ 347,768</b>	<b>\$ 315,318</b>	<b>\$ 281,631</b>	<b>\$ 246,671</b>

MSHDA Housing TIF Costs	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	
MSHDA Housing TIF Costs	\$ 589,800	\$ 589,800	\$ 589,800	\$ 566,975	\$ 543,202	\$ 518,454	\$ 492,701	\$ 465,912	\$ 438,057	\$ 409,103	\$ 379,018	\$ 347,768	\$ 315,318	\$ 281,631	\$ 246,671
State Tax Reimbursement	\$ -	\$ 11,010	\$ 11,467	\$ 11,938	\$ 12,423	\$ 12,922	\$ 13,437	\$ 13,967	\$ 14,512	\$ 15,074	\$ 15,653	\$ 16,250	\$ 16,864	\$ 17,497	
Local Tax Reimbursement	\$ -	\$ 11,815	\$ 12,305	\$ 12,810	\$ 13,331	\$ 13,866	\$ 14,418	\$ 14,987	\$ 15,573	\$ 16,176	\$ 16,797	\$ 17,437	\$ 18,096	\$ 18,775	
<b>Total MSHDA Reimbursement Balance</b>	<b>\$ 589,800</b>	<b>\$ 566,975</b>	<b>\$ 543,202</b>	<b>\$ 518,454</b>	<b>\$ 492,701</b>	<b>\$ 465,912</b>	<b>\$ 438,057</b>	<b>\$ 409,103</b>	<b>\$ 379,018</b>	<b>\$ 347,768</b>	<b>\$ 315,318</b>	<b>\$ 281,631</b>	<b>\$ 246,671</b>	<b>\$ 210,400</b>	

EGLE Environmental Costs	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039
EGLE Environmental Costs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
State Tax Reimbursement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Local Tax Reimbursement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total EGLE Reimbursement Balance</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

Local Only Costs	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039
Local Only Costs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Local Tax Reimbursement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Local Only Reimbursement Balance</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Total Annual Developer Reimbursement</b>	<b>\$ -</b>	<b>\$ 22,825</b>	<b>\$ 23,772</b>	<b>\$ 24,748</b>	<b>\$ 25,754</b>	<b>\$ 26,789</b>	<b>\$ 27,855</b>	<b>\$ 28,954</b>	<b>\$ 30,085</b>	<b>\$ 31,250</b>	<b>\$ 32,450</b>	<b>\$ 33,687</b>	<b>\$ 34,960</b>	<b>\$ 36,271</b>

LOCAL BROWNFIELD REVOLVING FUN	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039
<b>LBRF Deposits *</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
State Tax Capture	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Local Tax Capture	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

**Footnotes:**  
Assumes 3% inflation increases

Tax Increment Revenue Capture Estimates  
Washington 123, LLC  
123 Washington Ave  
Grand Haven, Michigan  
April 13, 2026

	2040	2041	2042	2043	2044	2045	2046	2047	2048	2049	2050	TOTAL
Total State Incremental Revenue	\$ 20,741	\$ 21,508	\$ 22,298	\$ 23,112	\$ 23,950	\$ 24,813	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 345,581
State Brownfield Redevelopment Fund (50% of)	\$ (2,593)	\$ (2,688)	\$ (2,787)	\$ (2,889)	\$ (2,994)	\$ (3,102)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (43,198)
<b>State TIR Available for Reimbursement</b>	<b>\$ 18,148</b>	<b>\$ 18,819</b>	<b>\$ 19,511</b>	<b>\$ 20,223</b>	<b>\$ 20,956</b>	<b>\$ 21,711</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 302,383</b>
Total Local Incremental Revenue	\$ 21,591	\$ 22,389	\$ 23,212	\$ 24,059	\$ 24,931	\$ 25,830	\$ 26,756	\$ 27,709	\$ 28,691	\$ 29,702	\$ 30,744	\$ 503,343
BRA Administrative Fee (5%)	\$ (2,117)	\$ (2,195)	\$ (2,275)	\$ (2,359)	\$ (2,444)	\$ (2,532)	\$ (1,338)	\$ (1,385)	\$ (1,435)	\$ (1,485)	\$ (1,537)	\$ (42,446)
<b>Local TIR Available for Reimbursement</b>	<b>\$ 19,474</b>	<b>\$ 20,194</b>	<b>\$ 20,936</b>	<b>\$ 21,700</b>	<b>\$ 22,487</b>	<b>\$ 23,298</b>	<b>\$ 25,418</b>	<b>\$ 26,323</b>	<b>\$ 27,256</b>	<b>\$ 28,217</b>	<b>\$ 29,207</b>	<b>\$ 460,897</b>
<b>Total State &amp; Local TIR Available</b>	<b>\$ 37,622</b>	<b>\$ 39,014</b>	<b>\$ 40,447</b>	<b>\$ 41,923</b>	<b>\$ 43,443</b>	<b>\$ 45,009</b>	<b>\$ 25,418</b>	<b>\$ 26,323</b>	<b>\$ 27,256</b>	<b>\$ 28,217</b>	<b>\$ 29,207</b>	<b>\$ 763,280</b>
<b>DEVELOPER</b>												
<b>DEVELOPER Reimbursement Balance</b>	<b>\$ 210,400</b>	<b>\$ 172,778</b>	<b>\$ 133,764</b>	<b>\$ 93,317</b>	<b>\$ 51,394</b>	<b>\$ 7,951</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<hr/>												
<b>MSHDA Housing TIF Costs</b>	<b>\$ 210,400</b>	<b>\$ 172,778</b>	<b>\$ 133,764</b>	<b>\$ 93,317</b>	<b>\$ 51,394</b>	<b>\$ 7,951</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
State Tax Reimbursement	\$ 18,148	\$ 18,819	\$ 19,511	\$ 20,223	\$ 20,956	\$ 3,836	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 284,507
Local Tax Reimbursement	\$ 19,474	\$ 20,194	\$ 20,936	\$ 21,700	\$ 22,487	\$ 4,116	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 305,293
<b>Total MSHDA Reimbursement Balance</b>	<b>\$ 172,778</b>	<b>\$ 133,764</b>	<b>\$ 93,317</b>	<b>\$ 51,394</b>	<b>\$ 7,951</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>EGLE Environmental Costs</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
State Tax Reimbursement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Local Tax Reimbursement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total EGLE Reimbursement Balance</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Local Only Costs</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Local Tax Reimbursement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Local Only Reimbursement Balance</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Total Annual Developer Reimbursement</b>	<b>\$ 37,622</b>	<b>\$ 39,014</b>	<b>\$ 40,447</b>	<b>\$ 41,923</b>	<b>\$ 43,443</b>	<b>\$ 7,951</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 589,800</b>
<b>LOCAL BROWNFIELD REVOLVING FUN</b>												
<b>LBRF Deposits *</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
State Tax Capture	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Local Tax Capture	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 19,182	\$ 25,418	\$ 26,323	\$ 27,256	\$ 28,217	\$ 29,207	\$ 155,604

**Footnotes:**  
Assumes 3% inflation increases

**Table 3**

**MSHDA Gap Calculation**

### Housing TIF Financing Gap Cap Calculation - Multifamily Rental

Project: Washington 123, LLC

**\*MSHDA Control Rents**

FORMULA	Developer AMI Commitment	Location	Type	Control Rent*	-	Project Rent	=	PRL	x	No. of Units	x	No. of Months	x	No. of Years	=	PRL GAP CAP	Per Unit Avg
MSHDA Control Rent	100%	Ottawa	2 Bedroom	\$3,798	-	\$2,046	=	\$1,752	x	3	x	12	x	10	=	\$630,720	\$210,240
								<b>TOTAL Allowable Housing Subsidy</b>						<b>\$630,720</b>	\$210,240		

\*Includes Utility Allowance

**Approved BRA TIF Request for Financing Gap/Renovation** **\$295,000**

**Other Housing Activities Allowed**

Demolition \$231,000  
 Abatement (lead, asbestos, mold) \$33,800  
 BF/WP Prep and Development \$30,000

**Total Housing Subsidy Requested for Approval** **\$589,800**



# 123 Washington Ave

## *Project Information Review*

*For Use By: City of Grand Haven*

JANUARY 27<sup>TH</sup>, 2026



SECTION 1

# Project Overview

# Executive Summary

## SCOPE

The City of Grand Haven (“Grand Haven”) engaged Plante Moran Realpoint (“PMR”) to provide third-party support for an application by 123 Washington LLC (the “Sponsor”). The application seeks \$250,000 in Michigan Economic Development Corporation (MEDC) grant funding to assist with the construction and rehabilitation of the property. Additionally, the application requests \$589,800 in tax incremental revenue over a 25-year period through the Brownfield Rehabilitation program, and \$252,104 in total valued property tax abatement through the Obsolete Property Rehabilitation Act (OPRA) tax exemption for 12 years. PMR reviewed the following items provided by the Sponsor:

1. Pro forma including key assumptions and cash flows
2. Project plans, narrative, site plans, and programming
3. Available due diligence studies

## METHODOLOGY

1

PMR generated conservative and optimistic scenarios to stress the Sponsor pro forma and understand the impact of any variances in project assumptions

2

Relevant market data was collected to understand key assumptions such as contributed land value, rental rates, and other assumptions driving the Sponsor underwriting

3

Based on PMR’s high-level review of the developer-provided budget and pro forma financials, a “but for” methodology is used to determine the need for the requested incentive

## FINDINGS

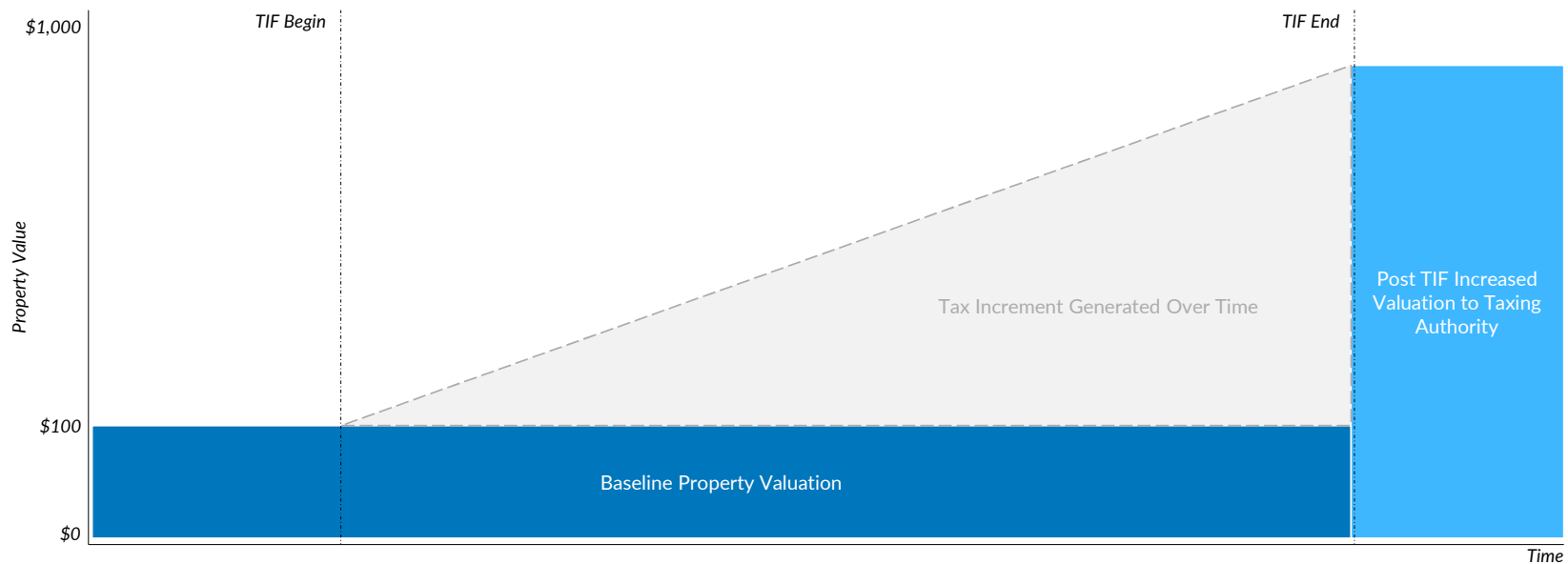
Based on PMR’s high-level review of the developer-provided budget and pro forma financials, but-for the incentives requested Sponsor returns may be insufficient to undertake the proposed redevelopment. Given the goals of the City of Grand Haven and the financial model proposed by the Sponsor, some concerns and modifications for consideration are detailed below:

1. Project income relatively uncertain
  - Financial feasibility is highly dependent on an executed lease with a restaurant tenant on the project’s ground floor, which is also a requirement of the loan
  - Two-bedroom units are sized well below market comps (714 sf vs 1,000+ sf) and may be challenging to lease
2. Project construction budget may be understated
  - Project uses of funds, as presented by Sponsor, does not include a contingency or cost escalations
  - \$20,000 in construction interest funds less than 3 months of a fully-drawn loan, and the budget includes no lease-up reserve
3. Project’s financial feasibility is highly dependent on grant funding
  - The sponsor is requesting a \$250,000 MEDC grant, representing 12.6% of the total project cost
  - In the conservative scenario outlined in the pro forma review slide, the average DSCR is below what is generally considered financeable in today’s market
    - If additional equity capital is required due to loan sizing, Sponsor returns would be minimal, and the deal may not be viable, even with the requested incentives
    - The sponsor could cure this gap through additional grant proceeds

# BROWNFIELD TAX INCREMENT FINANCING (TIF)

## WHAT IS A BROWNFIELD TIF?

- A Brownfield Tax Increment Financing (TIF) is a financial tool used to encourage the redevelopment of brownfield sites, which are properties that may be contaminated, blighted, or otherwise underutilized. The process helps make redevelopment projects financially viable by offsetting the additional costs of dealing with brownfield conditions. Here's how it works:
  - **Redevelopment and Increased Value:** When a brownfield site is redeveloped, its value typically increases
  - **Tax Increment:** This increase in value leads to higher property taxes, with the difference between the old tax revenue and the new, higher tax revenue called the "tax increment"
  - **Capturing the Increment:** The tax increment is captured by a local Brownfield Redevelopment Authority (BRA) and used to reimburse the developer for eligible costs associated with cleaning up and redeveloping the site



# Project Summary

## PROGRAM SUMMARY

Total Project Cost		\$1.99 Million	
<u>Residential Units</u>	<u># of Units</u>	<u>Avg Sq Ft</u>	
Two Bedroom	3	714	
Commercial Units	1	2,863	
<b>Total</b>		<b>5,005</b>	

## SITE AERIAL



## SPONSOR

The deal sponsor is Andrew Todtz, the founder of Hawkeye Construction, which was ranked as a Top 50 Remodelers in the nation in 2008 by Hanley Woods publications and a Top 50 Remodeler by Qualified Remodeler Magazine. After founding the company in Baltimore, MD in 1998 and growing it to \$12 million in annual revenue, Andrew sold the firm in 2023 and moved to Grand Haven, where he has started acquiring local development properties.

Sample projects by Hawkeye in Baltimore include:

- The Yards of Federal Hill – 18-unit townhouse development on the site of a former manufacturing facility and brownfield site
- The Sugar Hill - a 28-unit townhouse project
- 1831 Jackson St – a 12-unit townhouse project
- 1401 Richardson St - an 11-unit modular townhouse project
- 1200 Light St – a 3-story mixed-use building with multiple residential and commercial tenants
- Various commercial offices, bars, and restaurants

# Project Summary

## DEVELOPMENT RATIONALE AND AFFORDABILITY

### Development Rationale

- The property has been utilized by various short-term tenants over the last 2-5 years
- Located centrally in downtown Grand Haven along Washington Avenue, a Michigan Main Street Community and partner of Main Street America, the Property is located two blocks from the waterfront, flanked by commercial buildings, and benefits from high pedestrian traffic
- Sponsor plans to restore the vacant site as an economic asset for the community, delivering attainable housing and an attractive commercial storefront
- The development programs calls to preserve the architecturally unique facade that contributes to the distinctive character of downtown Grand Haven

### Proposed Affordability

- The Sponsor proposes to rent the development's three residential units at 100% of area median income

## KEY DOCUMENTS RECEIVED

- PMR received the following documents from the Sponsor and were relied upon for this report:
  1. Brownfield Redevelopment Plan dated 10.6.2025
  2. Act 146 Obsolete Property Rehabilitation Act (OPRA) Application & Designation Request dated 10.6.2025
  3. Architectural schematics and site plans dated 8.8.2025
  4. MEDC proforma workbook
  5. Choice One Bank Lending Term Proposal dated 7.28.2024
  6. Correspondence with the Sponsor
  7. Lease for prior tenant (since vacated) for first floor commercial space

## KEY CONCEPT – “BUT FOR” TEST

- The National Housing Council defines this as a test used in many localities to ensure that new development or other activity that renders a property eligible for a tax abatement would not have occurred *but for* the requested incentive

DRAFT

SECTION 2

# Assumption Review

# Market Research

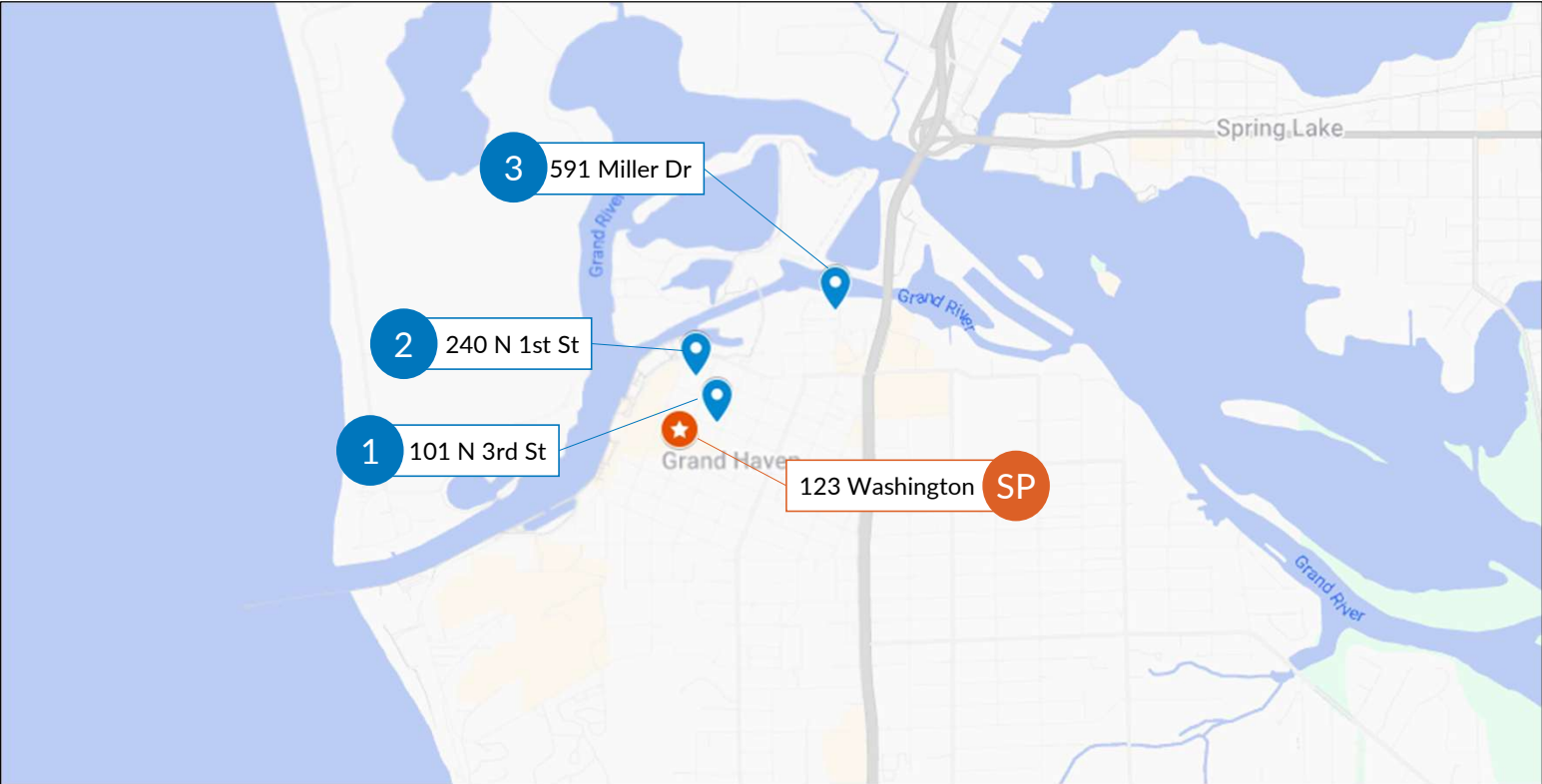
## RESIDENTIAL MARKET COMPS

To provide context to the proposed residential rents at the development, PMR conducted market research to identify comparable properties to the proposed redevelopment in terms of size and age. PMR identified three comparable properties, analyzing unit mix and rents to determine market rent. This analysis shows the proposed 2BR rents at this development, detailed on the right-most column, are in-line with market rents for 1BR units on a per unit basis and are below 2BR market rates on a per unit basis. In addition, the sponsor pro forma includes 2BR rents at approximately \$2.10 PSF, which falls directly in between the average PSF rent of the comps (\$2.22 PSF – 1BR, \$1.96 PSF – 2BR). Generally, PMR finds the sponsor’s per unit residential rent to be acceptable.

	COMP 1			COMP 2			COMP 3			AVERAGE			SPONSOR PRO FORMA		
															
<b>Address</b>	101 N 3rd St			240 N 1st St			591 Miller Dr						123 Washington		
<b>City, ST</b>	Grand Haven, MI			Grand Haven, MI			Grand Haven, MI						Grand Haven, MI		
<b>Year Built</b>	2023			2022			2015						Proposed		
	<b>Units</b>	<b>SF</b>	<b>Rent</b>	<b>Units</b>	<b>SF</b>	<b>Rent</b>	<b>Units</b>	<b>SF</b>	<b>Rent</b>	<b>Units</b>	<b>SF</b>	<b>Rent</b>	<b>Units</b>	<b>SF</b>	<b>Rent</b>
<b>1 Bedroom</b>	19	626	\$1,469	51	697	\$1,781	44	808	\$1,473	38	710	\$1,574	-	-	-
<b>2 Bedroom</b>	20	949	\$2,132	65	1,067	\$2,187	124	1,060	\$1,722	69	1,025	\$2,013	3	714	\$1,500

# Market Research





## RESIDENTIAL MARKET COMPS MAP



# Market Research

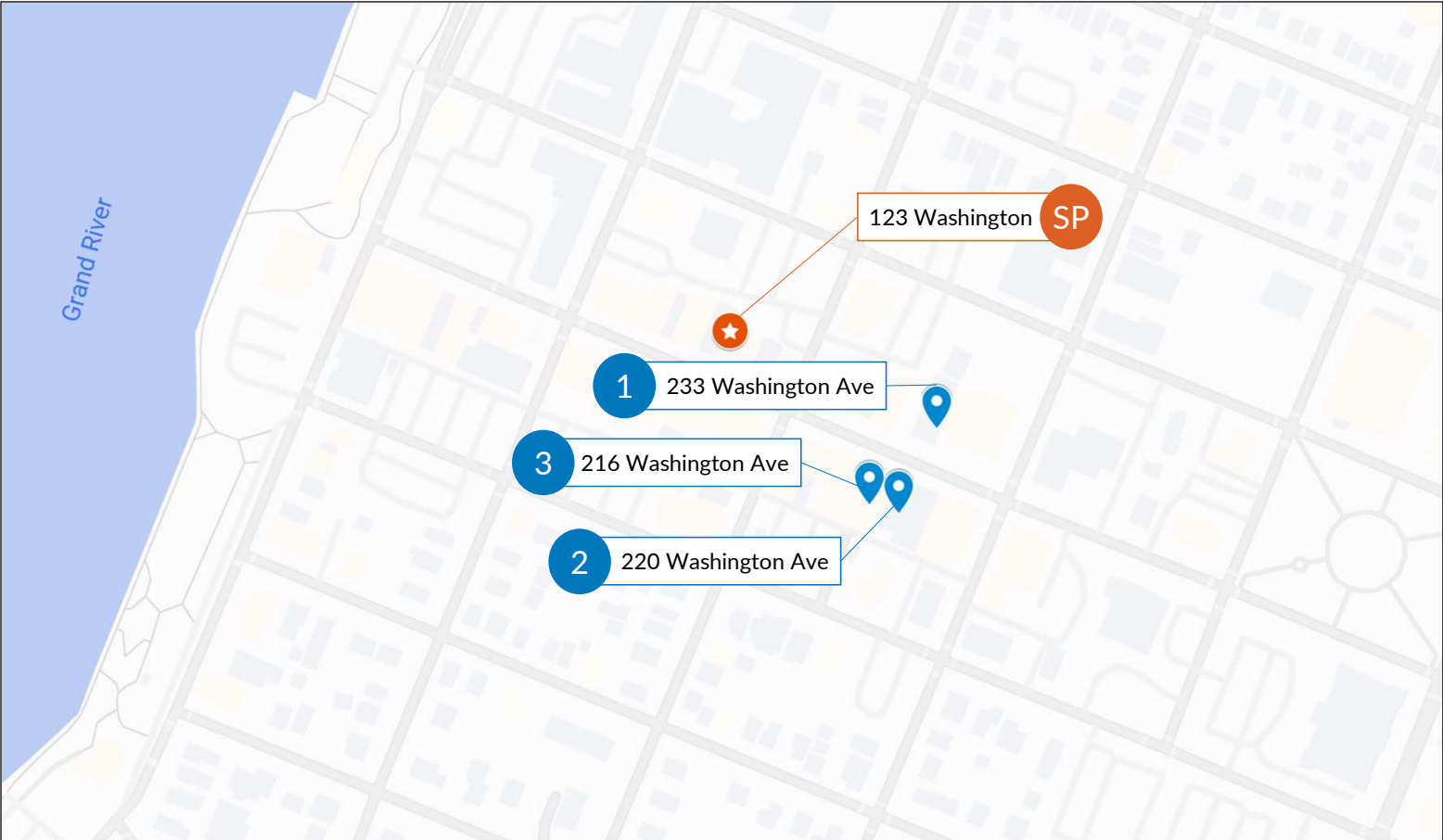
## COMMERCIAL MARKET COMPS

To provide context to the proposed commercial rents at the development, PMR conducted market research to identify comparable properties to the proposed redevelopment in terms of size and lease type. PMR identified four comparable properties and analyzed lease types, lease sign dates, and rent/SF to determine the current market rent/SF. This analysis shows the proposed commercial rent/SF at this development, detailed on the right-most column, is slightly above market as shown in the average column.

	COMP 1			COMP 2			COMP 3			AVERAGE			SPONSOR PRO FORMA		
															
<b>Address</b>	233 Washington Ave			220 Washington Ave			216 Washington Ave						123 Washington Ave		
<b>Lease Sign Date</b>	Feb 2024			Jan 2025			Jun 2023								
<b>City, ST</b>	Grand Haven, MI			Grand Haven, MI			Grand Haven, MI						Grand Haven, MI		
<b>Year Built</b>	1975			1945			1900/1950						Proposed		
	<b>Lease Type</b>	<b>SF Leased</b>	<b>Rent/SF</b>	<b>Lease Type</b>	<b>SF Leased</b>	<b>Rent/SF</b>	<b>Lease Type</b>	<b>SF Leased</b>	<b>Rent/SF</b>	<b>Lease Type</b>	<b>SF Leased</b>	<b>Rent/SF</b>	<b>Lease Type</b>	<b>SF Avail</b>	<b>Rent/SF</b>
<b>Retail</b>	-	-	-	Mod Gross	2,078	\$19.95	Mod Gross	2,613	\$14.95	Mod Gross		\$17.16	Mod Gross	2,863	\$23.00
<b>Office</b>	Mod Gross	1,600	\$20.63	-	-	-	-	-	-	Mod Gross		\$20.63			

# Market Research

## COMMERCIAL MARKET COMPS MAP



# Sources and Uses

<u>SOURCES</u>	<u>SPONSOR PROVIDED</u>	<u>SPONSOR PROVIDED, NO INCENTIVES</u>	<u>PMR</u>	<u>COMMENTARY</u>
Choice One Bank Loan	\$705,000	\$705,000	\$705,000	Sponsor provided term sheet. Note that in a scenario where the Sponsor does not receive the requested tax incentives, the bank may resize the debt offering.
MEDC Grant	\$250,000	-	\$250,000	Sponsor request
Owner Equity	\$1,032,794	\$1,282,794	\$1,193,519	Owner equity increased in no incentive scenario and PMR scenario, as debt amount is fixed to any additional capital need comes from equity
<b>Total Sources</b>	<b>\$1,987,794</b>	<b>\$1,987,794</b>	<b>\$2,148,519</b>	

## USES

Acquisition	\$687,000	\$687,000	\$687,000	
Hard Costs	\$1,236,644	\$1,236,644	\$1,236,644	
Soft Costs	\$64,150	\$64,150	\$79,150	Construction loan interest reserve was increased in the PMR scenario (from \$20k to \$35k) to account for 8 months of construction period interest
Contingency	-	-	\$145,725	Typically projects of this size carry a 10% total contingency
<b>Total Uses</b>	<b>\$1,987,794</b>	<b>\$1,987,794</b>	<b>\$2,148,519</b>	All cost estimates provided by Sponsor

# Assumption Review

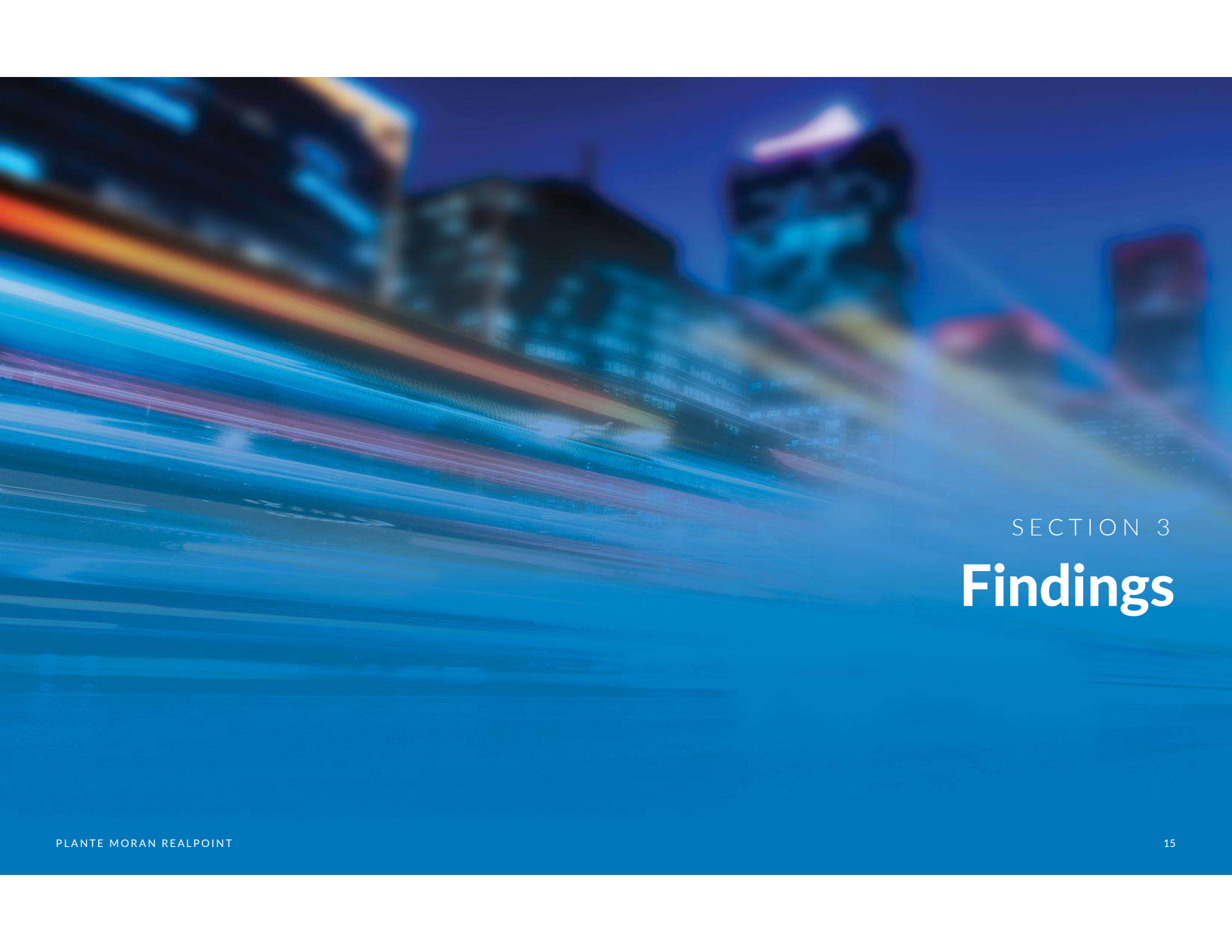
<u>OPERATING ASSUMPTIONS</u>	<u>SPONSOR PROVIDED</u>	<u>PMR CONSERVATIVE</u>	<u>PMR OPTIMISTIC</u>	<u>COMMENTARY</u>
<b>MONTHLY RENTAL INCOME</b>				
Two Bedroom (per unit)	\$1,500	\$1,350	\$1,500	Sponsor's 2BR assumptions are at the high end of market. Due to the unit sizes, PMR incorporated these figures in the optimistic scenario (functionally, a bedroom premium), while the conservative scenario applied market rent per sf
Vacancy, Concessions & Collection Loss	5%	10%	5%	Based on small unit count (3 units)
<b>MONTHLY COMMERCIAL INCOME</b>				
Retail Rent	\$4,500	\$4,500	\$4,500	Sponsor's \$/SF assumptions exceed local market comparables; however, due to the vintage of nearby comps and the requirement for an executed lease prior to loan closing, PMR scenarios carry the Sponsor-provided rents
Vacancy, Concessions & Collection Loss	10%	10%	0%	An executed retail lease is a condition of closing the loan, therefore in the optimistic scenario we assume the restaurant opens and pays rent. In the conservative scenario we apply a 10% concession/collection loss factor.
Income / Expense Growth Rates	2% / 2%	2% / 2%	3% / 3%	PMR largely agreed with the Sponsor provided 2% growth assumptions, which are consistent with the market. In the optimistic scenario, PMR increased the income growth rate to 3%.
Operating Expenses (Annually, Per Unit) Excluding Property Taxes	\$4,183	\$4,400	\$4,000	Sponsor annual OpEx/unit is in-line with market. Conservative scenario increases OpEx by ~ \$220/unit. Optimistic scenario reduces OpEx by ~ \$180/unit.
Property Taxes (Annually, Per Unit)	\$4,235	\$4,235	\$4,235	All property taxes include the OPRA tax abatement
Operating Expenses, Including Property Taxes (Annually, Per Unit)	\$8,418	\$8,635	\$8,235	This analysis assumes the restaurant tenant pays its in-suite costs as traditionally paid by tenants - without a lease to review this will need to be confirmed

# Financial Pro Forma Review

OPERATING PERFORMANCE	SPONSOR PROVIDED	SPONSOR PROVIDED, NO INCENTIVES	PMR CONSERVATIVE	PMR OPTIMISTIC	COMMENTARY
<u>First Stabilized Year</u>					
Effective Gross Income	\$108,825	\$103,320	\$101,085	\$114,225	
Less: Expenses	\$33,673	\$55,134	\$34,541	\$32,941	Operating expenses excluding real estate tax were below comparable property expense ratios. An adjustment is reflected in the conservative scenario.
Net Operating Income	\$75,153	\$48,186	\$66,545	\$81,285	
Less: Debt Service	\$61,537	\$61,537	\$61,537	\$61,537	\$705,000 loan at 6.75% interest and 20-year amortization
Leveraged Cash Flow	\$13,616	(\$13,351)	\$5,008	\$19,748	

## SPONSOR RETURNS

<u>Project-Level Returns</u>					
Stabilized Yield on Total Cost	3.78%	2.4%	3.3%	3.7%	Sponsor assumed cash flows stabilize in Year 1
Leveraged Cash on Cash	2.36%	-0.61%	1.16%	3.85%	Average CoC - 20 years of modeled cash flows divided by equity contribution
Stabilized Year Debt Service Coverage Ratio (DSCR)	1.22	-0.78	1.08	1.32	DSCR < 1.0 means project cash flow is insufficient to cover debt service. The closer to 1.0, the less likely it is to secure financing, and most lenders require a DSCR of 1.2-1.4.
Passes "But For" Test	Yes				



SECTION 3

# Findings

# PMR Findings – Summary of Project Financials and Need for Support

## ACQUISITION AND DEVELOPMENT

1. Lack of controlled parking creates financing risk, as well as future rentability for residential units in a scenario where the Sponsor loses its designated parking spaces
2. The project's financial success is highly dependent on securing an executed lease for the ground floor retail space and leasing below-market sized 2-bedroom units
3. Project sources and uses may be misaligned, as sources include a relatively large (~12.6% of total sources) MEDC grant, and uses may be understated due to a lack of a contingency and insufficient debt service reserves
4. The development team appears qualified to undertake the proposed project, given their experience with similar rehabilitation projects, work to-date in assembling the Brownfield Plan & OPRA Application; however, a lack of local project experience should be noted
5. Project plan appears able to effectively revitalize a currently blighted and under-utilized property which, without development incentives, would likely be difficult to undertake

## PROFITABILITY AND DISPOSITION

1. Sponsor did not provide detailed disposition plans or a long-term hold strategy, other than intending to keep 100% of the units affordable (100% AMI) in the Brownfield Plan
2. The project's stabilized yield-to-cost is below the minimum return benchmarking to market expectations, even with incentives
  - i. Prequin, a financial data and information provider, created a preferred return report concluding project returns are below the minimum highlighted preferred return of 5%, suggesting returns are insufficient for typical market participants and justifying the need for the requested grant, Brownfield TIF, and OPRA tax abatement
3. Average leveraged cash-on-cash returns, including incentives, are projected at 1.2-3.8%
  - i. Compared to the 90-day SOFR and Treasury Bill returns, which are viewed in the market as “risk-free” investments, the project's profitability appears to be low given the risk in real estate development
    - 90-Day Average SOFR: 4.0%
    - 90-Day Average T-Bill: 3.6%
  - ii. Development and rehabilitation projects inherently carry additional risk - investors expect to be compensated for that risk through higher returns
  - iii. Project projected returns being close to risk-free investments demonstrate the need for requested financial support and incentives

- A. This Report reflects the information available as of the date of its publication. The information, recommendations, analysis, and conclusions contained herein are, in whole or in part, derived from and dependent on information provided by Sponsor and Grand Haven, their affiliated and related entities, and other third parties neither contracted by nor controlled by PMR. PMR is not a certified public accountant and cannot conduct reviews or audits of such information. Therefore, PMR provides no opinion on, or assurance of, the reliability of such information. Misstatements and/or material misstatements in such information may exist that impact the results of the analysis, recommendations and conclusions provided herein.
- B. PMR:
- i. Does not make (nor shall be deemed to have made) any representation, warranty, or guarantee as to the accuracy, completeness, utility or relevance of any of the contents of this report;
  - ii. Shall not have any obligation to update any of the contents of this report; or
  - iii. Shall not be responsible or liable (or be deemed responsible or liable) for any lack of accuracy, utility, completeness or relevance of, or any interpretations of or conclusions drawn from any of the contents of this report.
- C. The receipt of this report, or the use of any information contained herein, is subject to the disclaimers, limitations, and qualifications set forth herein. The recipient of any contents of this report assumes full responsibility for any use of, or reliance upon, of any such information contained herein.



**City of Grand Haven  
Department of Public Works  
616-847-3493**



**MEMORANDUM**

TO: Ashley Latsch- City Manager

CC: Dana Kollewehr- Assistant City Manager  
Michael England- Director of Public Works

FROM: Brian Jarosz, Waterfront and Events Manager

DATE: April 22, 2026

SUBJECT: Grand Haven Coast Guard Festival (Recurring)

---

The Grand Haven Coast Guard Festival has submitted a special event application for the annual Coast Guard Festival taking place Friday, July 24<sup>th</sup> through Saturday, August 1<sup>st</sup>, 2026. There are no changes requested for this year.

Below is a summary of the schedule of events and requested public services, with additional information regarding the requests following the memo.

Please note that the Department of Public Safety is recommending closure of the Social District once more on Saturday August 1 beginning at 6:00pm to assist in enforcement efforts. This year we are not proposing closure of the social district early the evening of the Street Dance, however, this will be on a trial basis. Any enforcement issues will result in resuming that early closure.

### **Waterfront Entertainment - Lynne Sherwood Waterfront Stadium/Marina Parking Lot**

**July 24 – August 1, 2026**

**Set Up Time:** The area inside the fencing will be accessible to the public until 2:30 pm each day; screening set up at 9:00 am on Friday, July 25<sup>th</sup>

**Gates Open:** 3:00 pm until 10:00 pm each day

Requesting permission to use the Waterfront Stadium for entertainment events. These events will include alcohol sales/service and a variety of other beverages, use of the green room space in the Depot as well as permission to place a 10'X10' tent on top of a 12'X12' rubber mat on the Brass River area to be used by waterfront entertainment sponsors, Festival information and hand out "giveaways." The use of this area was approved in 2022 and is the same request. The south portion of the parking lot will be used for the bar, portable restrooms, storage space for chairs, and AV equipment. The north side of the parking lot will be used for handicapped parking only. As in years past, the Festival also requests to place a WIFI trailer pod in front of the Depot building. This WIFI is used to run the food vendors, some carnival food trucks, and waterfront activities.

**Public Services Requested:** Banner placement, amplified sound, alcohol sales/service, City fencing/screening, electricity (in stadium and parking lot), water, green room space in Depot and chairs.

### **Kids Parade – Downtown Streets**

**July 25, 2026, from 10:30 am until 12:30 pm. Set up time: 6:00 am**

Requesting use of City streets for the parade. The event will begin at the County Courthouse and head West down Franklin, turn North at First Street to Washington and then East on Washington to Fifth, then south on Fifth Street to Franklin. There will be approximately 25-40 entries for the 90-minute parade.

**Public Services Requested:** Street closures and barricades

### **Cardboard Boat Race – Lynne Sherwood Waterfront Stadium/Channel**

**July 25, 2026, from 1:30 pm until 4:00 pm. Set up time: 11:00 am**

The boat race teams will build cardboard boats and compete in a 150-yard race into the Grand River, directly in front of the Stadium. A floating dock will be placed along the seawall for teams to launch from and a dumpster will be provided to remove and dispose of wet cardboard.

**Public Services Requested:** Grand Haven Dive Team assistance with water rescue, One S. Harbor parking lot posted no parking 6 am until 6 pm, Barricades, and electricity.

### **Cruise in Car Show – Washington Avenue (downtown), Harborfront Parking Lot**

**July 26, from 7:30 am until 2:30 pm. Set up time: 6:00 am**

The Cruise-in Car Show provides the public with an opportunity to view vintage cars. Vehicles will be placed in the angle parking spaces along both sides of Washington from 1st to 4th Street and in the north side parking spaces from Harbor to 1st Street. This also includes the side streets for one block in both directions and the Harborfront parking lot.

**Public Services Requested:** Street closure, Harborfront parking lot, amplified sound, banner, electricity, barricades

### **Community Picnic – Mulligan’s Hollow**

**July 26, 2026, from 12:00 pm until 3:00 pm. Set up time: 8:00 am**

The event will feature live music, family games, a dunk tank, and food for purchase. It will utilize the same tent as Kids’ Day and Senior Day. The Festival will provide dumpsters to dispose of trash generated from the event and additional portable restrooms.

**Public Services Requested:** Electricity, Water, Access to the Lodge (open/close building), Barricades, Mulligans Lodge bathroom closure, sprinkler system turned off

### **Marina Boat Slips 1-20, 22 and a portion of Chinook Pier Parking Lot**

**July 26 - August 1, 2026 (Noon to Noon)**

The slips are rented to the Festival at the going weekend slip rate. Boaters are allowed to check in on Sunday at 1 p.m. and check out the following Sunday at 11 a.m. The City asks that Marina slip users register their boats, and if they are changing boats during their stay, they notify the Marina staff prior to switching boats.

### **Skerbeck Family Carnival – Chinook Pier & Harborfront Lots**

**Tuesday, July 28 - Saturday, August 2, Noon until 11:00 pm & until end of fireworks.**

**Set up time: Sunday, July 26<sup>th</sup>, beginning at 5:00 pm.**

As in previous years, the Coast Guard Festival has hired the carnival company, Skerbeck Family Carnival of Escanaba, Michigan. The Carnival will include games, rides for children and adults, and food. The Festival is requesting a “Closed to Thru Traffic” sign be placed at Columbus and 1<sup>st</sup> Street while the Carnival is in operation. As in past years’, the request also includes the use of 17 spots for the Charter Fisherman and Big Blue LLC. be reserved in the Farmers Market Parking Lot.

**Public Services Requested:** Use of Harbor Front Parking Lot (except for the portion between the Pump House and Porto Bello), Use of Chinook Pier, Banner installation (over the street), Electricity, Food truck inspections, Barricades, Grey water/grease, Sound ordinance variance.

### **Harbor Island Camping**

**July 27 - August 4, 2026**

Permission is being requested for a temporary campsite permit on Harbor Island for the Carnival operators. The festival will provide porta-johns and trash removal. A camping permit from the Ottawa County Health Department will be secured.

**Public Services Requested:** Use of Harbor Island for Camping – camping variance requested, routine maintenance overview of Coho Drive one week prior to Festival, Water, Electric, Grey water disposal, barricades

### **Parade of Ships – Waterways**

**July 27, 2026, from 1:00 pm until 3:00 pm**

The Parade of Ships will make its way down the Grand River entrance to Grand Haven. The public will line up along the parkway and South Pier to view the ships' arrival. Volunteers will hand out miniature flags to wave at the ships as they pass.

**Public Services Requested:** None

### **Ship Tours – Escanaba Park**

**July 27 - August 1, 2026, Daily. Times determined by US Coast Guard.**

Ship tours will be provided to the public while moored in port. Coast Guard Auxiliary volunteers will conduct the tours and provide crowd control. A recruiting tent will be on display along with other Coast Guard tents in Escanaba Park. Fencing will be installed, and one 10'x10' tent will be adjacent to the ships.

**Public Services Requested:** Sewer pump-out coordination

### **Food Vendor Row – Harbor Avenue angled parking.**

**July 28 – August 2, 2026, from 10 am until Midnight. Set Up Time: 6 am on July 30<sup>th</sup>, and tear down concludes on Sunday, August 2.**

Up to eighteen (18) food vendors will be placed in the angle parking on Harbor Drive. Organizers manage their own trash, provide additional dumpsters, and request the use of the 18 parking spaces in the southeast portion of the Tip-A-Few parking lot for the purpose of parking vendors' stock trucks. Trucks are to be removed by 3:00 am on August 2

**Public Services Requested:** Water, Electric, Grey Water, use of angled parking on Harbor Drive, Use of parking lot #4, inspections by Fire Marshal and Building Inspector.

### **Sponsor Vendors – Escanaba Park, Brass River, Riverwatch Overlook**

**July 24 – August 2, 2026, 9:00 am until 10:00 pm. Set up time: 5:00 am.**

Vendor booths will be spread throughout the City property in Escanaba Park, the Brass River area (with required mats underneath), Riverwatch Overlook, and city property along the boardwalk. No stakes will be placed in the ground. The Festival is also requesting the use of the parking along Harbor Drive in front of 1 South Harbor Drive for vendor loading/unloading and sponsor vending to the sidewalk.

**Public Services Requested:** No parking signs

### **Kids Day – Mulligans Hollow Green Space, Parking Lot next to Imagination Station**

**July 28 2026, 9:00 am until 2:00 pm. Set up time: 6:00 am**

This event includes a wide variety of kid's activities, games, obstacle courses, blow-up slides, jugglers, and more. The Festival will provide portable restrooms and set up a 40'X120' tent and ice machine just north of the ski bowl's garage. The request includes permission to close Y-Drive and provide limited access to the YMCA Day Camp.

**Public Services Requested:** Electricity, Access to The Lodge (open/close building), Public Safety participation, Water, Tent inspection, Barricades, Mulligan's Lodge bathroom closure, sprinklers turned off

**Street Dance – Washington Avenue, 3<sup>rd</sup> St. to 5<sup>th</sup> St., 4<sup>th</sup> St. from Columbus to Franklin**

**July 28, 2026, 8:30 pm until 10:30 pm. Set up time: 5:00 pm**

The Street Dance is a free event that will feature a band of all ages will enjoy. The Showmobile is placed on Washington Avenue, facing West, at the 4<sup>th</sup> Street intersection. The 3<sup>rd</sup> Street and 5<sup>th</sup> Street intersections will remain open. Access will remain open for the Post Office, County Courthouse, and Bank drive-thru off 4<sup>th</sup> Street.

**Public Services Requested:** Closure of Washington Avenue between 3<sup>rd</sup> and 5<sup>th</sup> Streets, 4<sup>th</sup> Street from Columbus to Franklin, Electricity, Banner, Showmobile, bleachers, amplified sound ordinance waiver

**Senior Day – Mulligans Hollow, Y-Drive, Parking Lot next to Imagination Station, Pickleball Courts and Lodge**

**July 29, 2026, 8:00 am until 2:00 pm. Set up time: 6:30 am**

This event features a health and wellness expo, line Dancing, Zumba, Bingo, and entertainment by the band Silverado for all to enjoy. All event activities are free to attend. The Festival will utilize the same tent set up for Kids Day. Pickleball courts will be utilized for a tournament during the event.

**Public Services Requested:** Electricity, Water, Access to the Lodge (open/close building), Barricades, Mulligans Lodge bathroom closure, sprinkler system turned off

**National Memorial Service – Escanaba Park**

**July 31, 2026, 4:00 pm until 5:00 pm. Set up time: 12:00 pm**

The USCG National Memorial Service is a cornerstone event of the Coast Guard Festival. It honors the men and women of the U.S. Coast Guard who have lost their lives in service to our country. Special performances by the USCG Jazz Band will occur in the morning and after the memorial service.

**Public Services Requested:** Use of Escanaba Park, electricity, Street closure from Y Drive west to Butch's parking lot (3:15 pm until 5:15 pm)

**Grand Parade – City Streets, Lakeshore Middle School Parking lot, City Hall parkway**

**August 1, 2026, 11:45 am until 2:00 pm. Set up time: 6:00 am**

The Grand Parade includes Coast Guard Dignitaries, floats, cars, trucks, walkers, bands, and much more. The Festival requests to mark off the grass area along the street in front of City Hall on Saturday, August 1, for additional bleachers.

**Public Services Requested:** Showmobile (set in City Hall parkway), Street closures per requested route and staging areas, Bleachers (facing Washington)

## **Grand Finale Fireworks and Drone Shows – Dewey Hill**

**July 31 & August 1, 2026, 9:45 pm until 10:45 pm.**

**Set up time: July 31 (drone show) and August 1, 2026 (fireworks)**

The Annual Fireworks display will be set off on Dewey Hill and from the channel. On the final night of the Festival, thousands of people will be entertained by the show. The fireworks will be choreographed to music from the Musical Fountain. A fountain program will precede the fireworks. The Festival is requesting to host a drone show on Friday, launching from the same location. There will be a new Drone Show vendor for 2026.

**Public Services Requested:** Department of Public Safety traffic control, Fire Marshal and other firefighters, access to Musical Fountain/Dewey Hill

### **Special Requests**

- Flexibility of Musical Fountain start times each evening. Concerts will take place rain or shine.
- Permission to place portable restrooms on City properties throughout the Festival. Placement is flexible, given the changing schedule of activities.
- Permission to place temporary banners and portable signs on various properties of sponsoring companies/businesses and at the Waterfront Stadium, over the street, at the end of Washington, and at Coho Drive. This includes the informational lighthouse signs.
- Permission to place temporary banners at Harbor Drive and Washington throughout the Festival.
- Request that the City of Grand Haven provide an additional trash truck necessary for City clean-up on Sunday morning, August 2.
- Request to place an additional overhead street banner after the car show for the street dance.

### **Other Events on City Property**

**(Managed by Others but part of the Festival Event Schedule)**

- Coast Guard Festival Run – July 25<sup>th</sup>. Managed by the Tri-Cities Family YMCA.
- Flea on 7<sup>th</sup> – July 26<sup>th</sup>. Managed by Vintage Green.
- Coast Guard Craft Show – July 31<sup>st</sup> through the August 1<sup>st</sup>. Managed by Merchants and Makers.



GRAND HAVEN *est 1924*  
**COAST GUARD**  
**FESTIVAL**

The Grand Haven Coast Guard Festival Inc. respectfully requests the following dates and venues for the 2026 Coast Guard Festival.



Lighthouse Quilt Guild – July 23, 24 & 25, held at Second Christian Reformed Church. Members showcase 150+ quilts, offer demonstrations and share stories about their antique quilts. Organized and run by the Lighthouse Quilt Guild of Grand Haven.

Tri-Cities Family YMCA Coast Guard City USA Run – July 25. Registration is through the YMCA website, a link is also provided via the Festival's website. Organized and run by the staff of the Tri-Cities YMCA.

## **Lynne Sherwood Waterfront Stadium**

\*Permission to use the Waterfront Stadium for entertainment events Friday, July 24 through Saturday, August 1, 2026.

\*Permission to place a 10x10 tent on top of a 12x12 carpet mat on the Brass River area to be used by Waterfront Entertainment Sponsors for information as well as to hand out give aways. This same request was in the 2025 Festival information approved by Council.

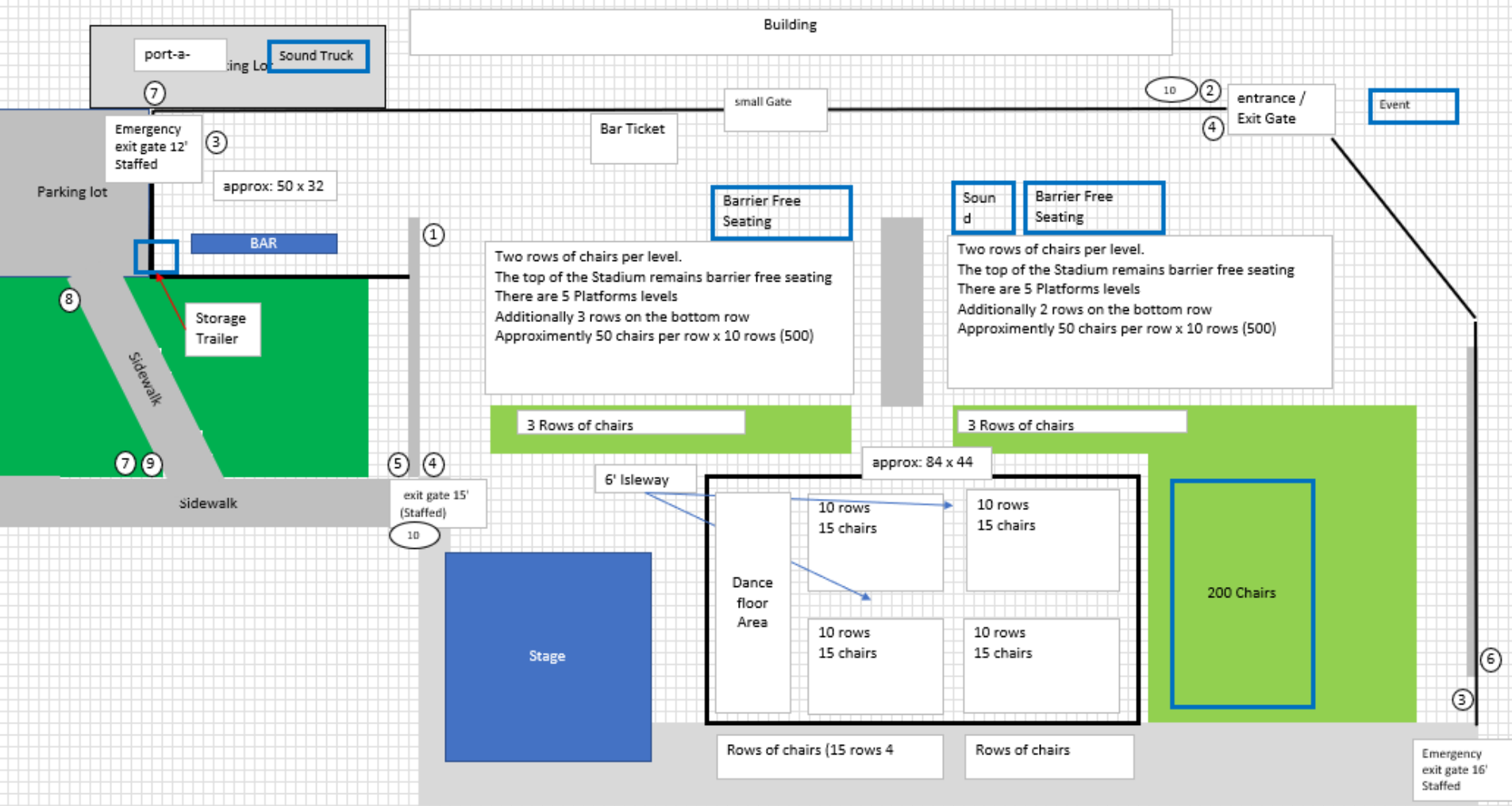
\* Permission to place a WIFI pod in front of the depot. This WIFI is used to run the food vendors, some Carnival food trucks, and waterfront activities. Balance of the service is provided for the public free of charge.

\*Permission to include a beverage area on all nights of waterfront entertainment. Beverage area would include beer, wine, water, and soda.

\*Permission to use the Green Room in the Depot for staging the entertainment each evening.

### **Waterfront Stadium Schedule of Events**

Friday	6:30 p.m.	July 24	Mega 80's
Saturday	1:30 p.m.	July 25	Cardboard Boat Race
Saturday	6:30 p.m.	July 25	Kings of Queen
Sunday	6:30 p.m.	July 26	Hark UP
Monday	6:30 p.m.	July 27	Abbamania and a Tribute to Cher
Tuesday	6:30 p.m.	July 28	CCR/Steve Miller/John Cougar Tributes
Wednesday	6:30 p.m.	July 29	Two Dudes in Flip Flops and Forever Seger
Thursday	6:30 p.m.	July 30	Crazy Train – America's Ozzy Experience
Friday	6:30 p.m.	July 31	Legends of New Country: Wallen & Wilson
Friday	Dark	July 31	Drones
Saturday	7:30 p.m.	August 1	Elton & Billy – The Tribute!
Saturday	Dark	August 1	Fireworks Extravaganza



## Mulligan's Hollow Schedule of Events

Permission to use Mulligan's Hollow on the following dates:

**Sunday, July 26** for the **Community Picnic**: Time of the event to be Noon to 3pm, setup beginning after 8:00 am. Tent will be put up on Sunday morning or Saturday afternoon after 2:00.

**Tuesday, July 28** for **Kids Day**; Time of event is from 9:00 a.m. - 2:00 p.m. with set-up beginning early the afternoon of Monday, July 28. Ski Lodge access and electric

**Wednesday, July 29** for **Senior Day**; Time of event is from 9 a.m. to 2:00 p.m. Request that the Mulligan's Hollow bathroom facilities be open during **Senior Day** events. Ski Lodge access and electric.

A 40' x 120' tent and an ice machine will need to be placed just north of the ski bowl's new garage, on the grassy area (same as last year), to remain there from **Saturday, July 25 through Wednesday, July 29**.

# Kids Day Proposed Layout



## Municipal Marina Boat Slips

Permission to use twenty-one (21) **boat slips**, #1-20 & 22, at the Municipal Marina from **12:00 p.m., Sunday, July 26, through 12:00 p.m., Sunday, August 2, 2026.**

Again, we would request that these slips be granted to CGFI at the going rate per slip with a contract drawn up. If anything changes and slips 21 & 23 are available, we request those slips as well.

## SKERBECK Carnival

Permission for a permit to operate a Carnival in the first two sections of parking of the Pump House/Harbourfront Place/City Parking, The Covenant Life Church Lot on Harbor Drive and Chinook Pier, Sunday, July 26 through Saturday, August 1. Set-up of the carnival would begin at 5:00p.m. on Sunday, July 26 with the carnival to begin operations at approximately 4:00p.m. on Tuesday, July 28. The carnival will be dismantled and gone by 4:00 a.m. Sunday, August 3.

The CGFI has hired carnival company, Skerbeck Family Carnival of Escanaba, Michigan, as in 2025 and prior.

Daily operations of the carnival would be as follows:

Tuesday	July 28	6:00 p.m. - 11:00 p.m.
Wednesday	July 29	2:00 p.m. – 11:00 p.m.
Thursday	July 30	12:00 p.m. – 11:00 p.m.
Friday	July 31	12:00 p.m. – 11:00 p.m.
Saturday	August 1	12:00 p.m. - until the conclusion of the fireworks

\*To create a safe crosswalk between Carnival locations from Tuesday, July 28, 11:00 a.m. – Sunday, August 2, 4 a.m. Request “Closed to Thru Traffic” sign be placed at Columbus & 1st during this time, if determined as needed by DPS.

\*Request that 16 spots for the Charter Fishermen be reserved in the Farmers Market Lot. In addition to one for the Big Blue Charters for a total is 17.



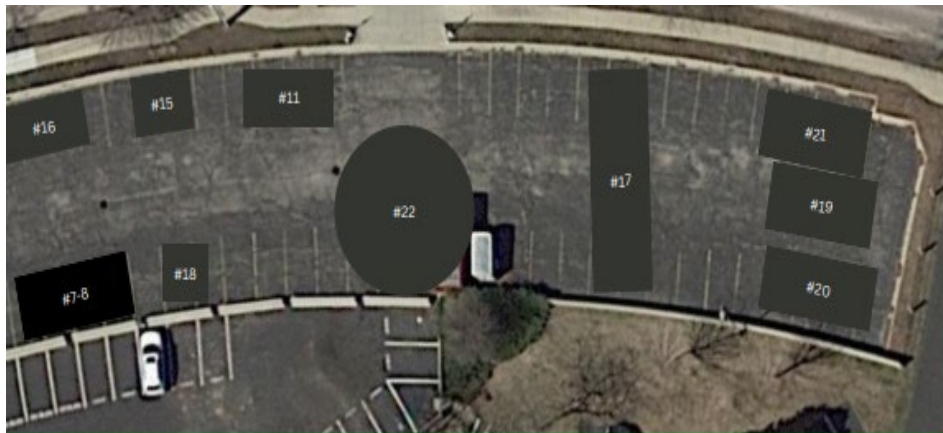
Harbourfront Place Lot



Chinook Pier

Covenant Life Lot

Covenant Life Lot Continued



## Harbor Island

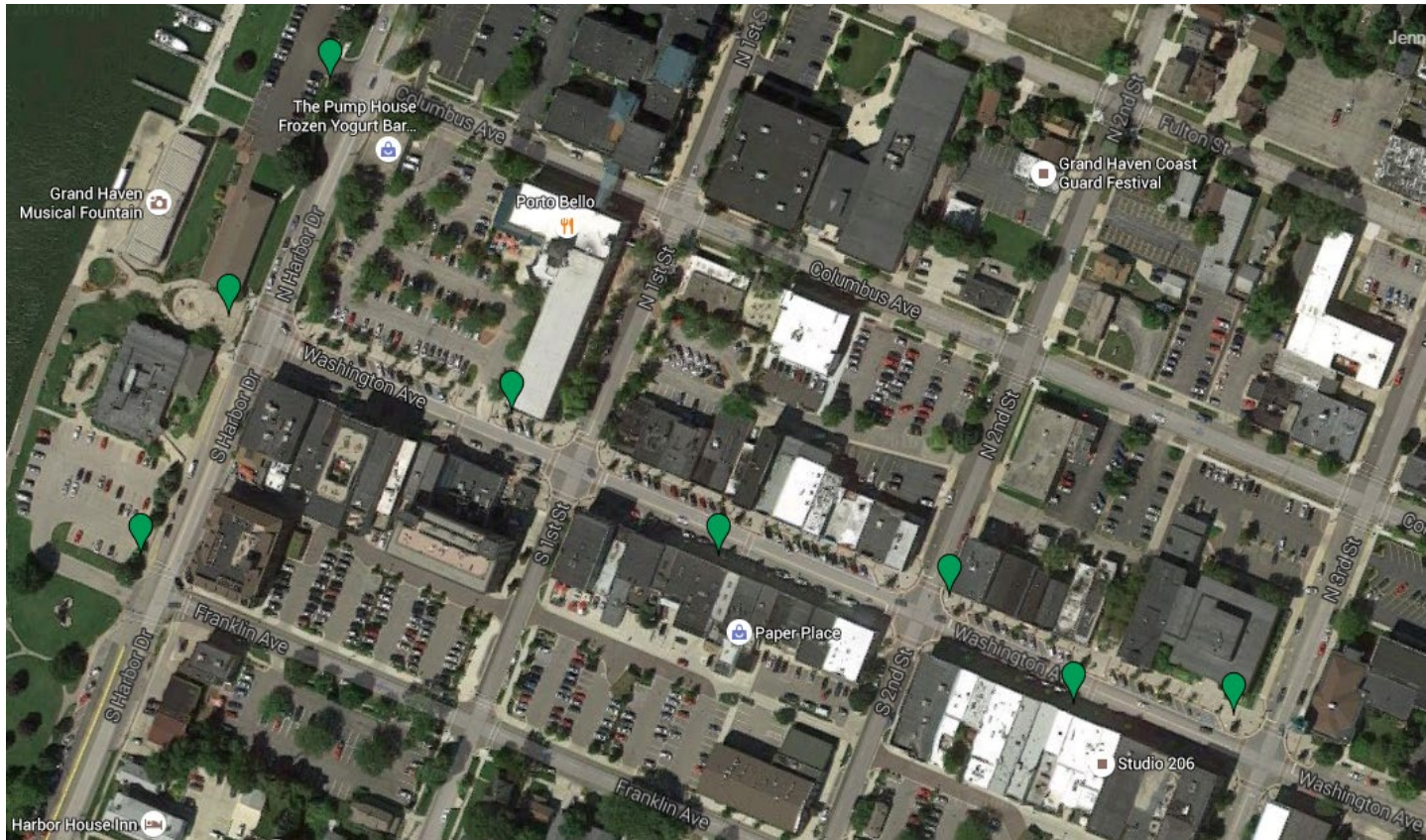
Permission requested for a temporary campsite permit on Harbor Island for the carnival operators, from Saturday, July 25 through Sunday, August 2 (**Exception requested from No Camping Ordinance**) Port-o-Jons and trash removal will be provided. A camping permit from the Ottawa County Health Department will be secured.

Permission to use Harbor Island again in conjunction with Harbor Transit for a shuttle. Friday July 24 thru Saturday Aug 2. This is for the shuttle from the soccer fields to Columbus and Third.

\*NOTE: CGFI is asking that the City schedule one of their routine maintenance runs on Coho Drive the week prior to festival.

## Lighthouse Kiosk Placement

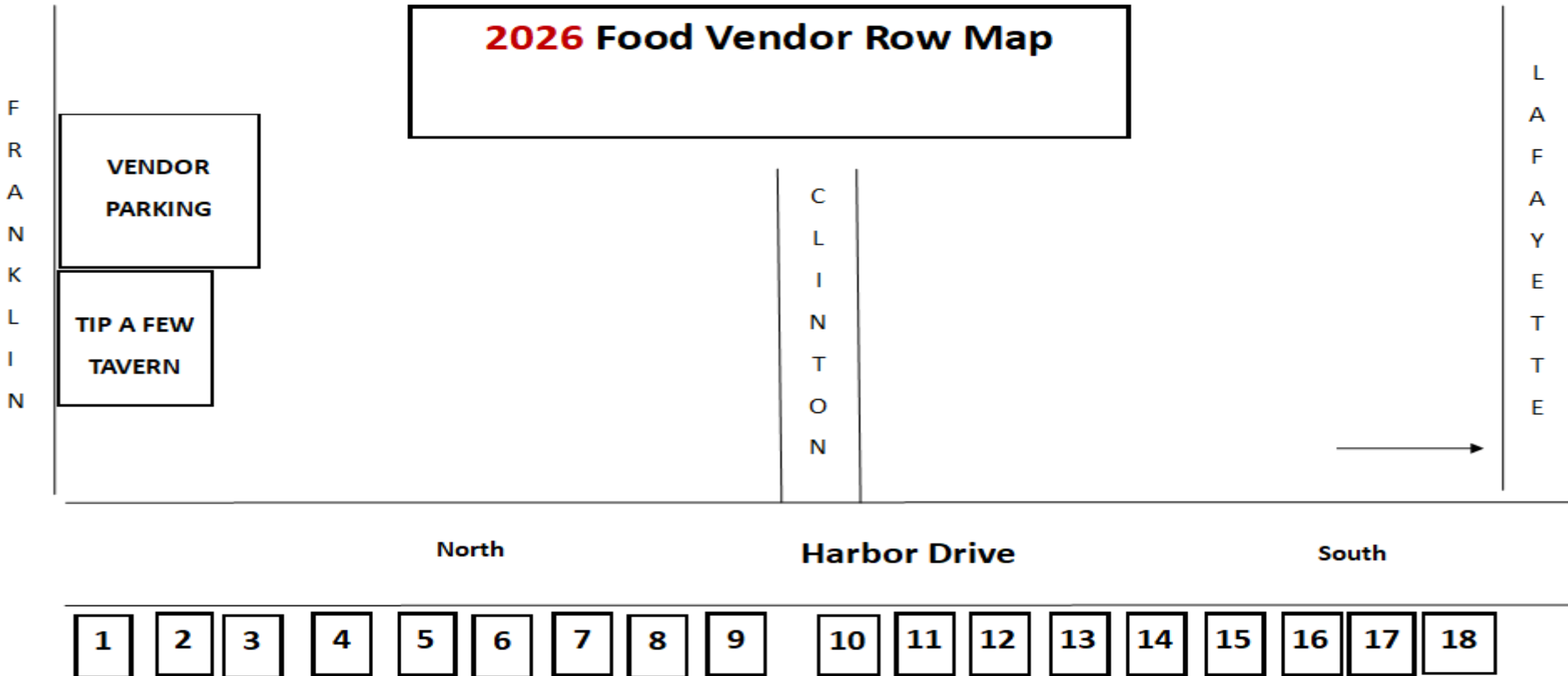
Permission for the placement of informational signs or other directional signs (Lighthouses) within the City of Grand Haven. These post festival information and have been used for several years. They have been very well received by the public.



# Food Vendor Locations

Permission to use the angle parking lot along Bicentennial Park for the purpose of placing up to Eighteen (18) vendors between the dates of Tuesday, July 28 through Saturday, August 1 with set-up to begin at 6:00 a.m., Tuesday, July 28.

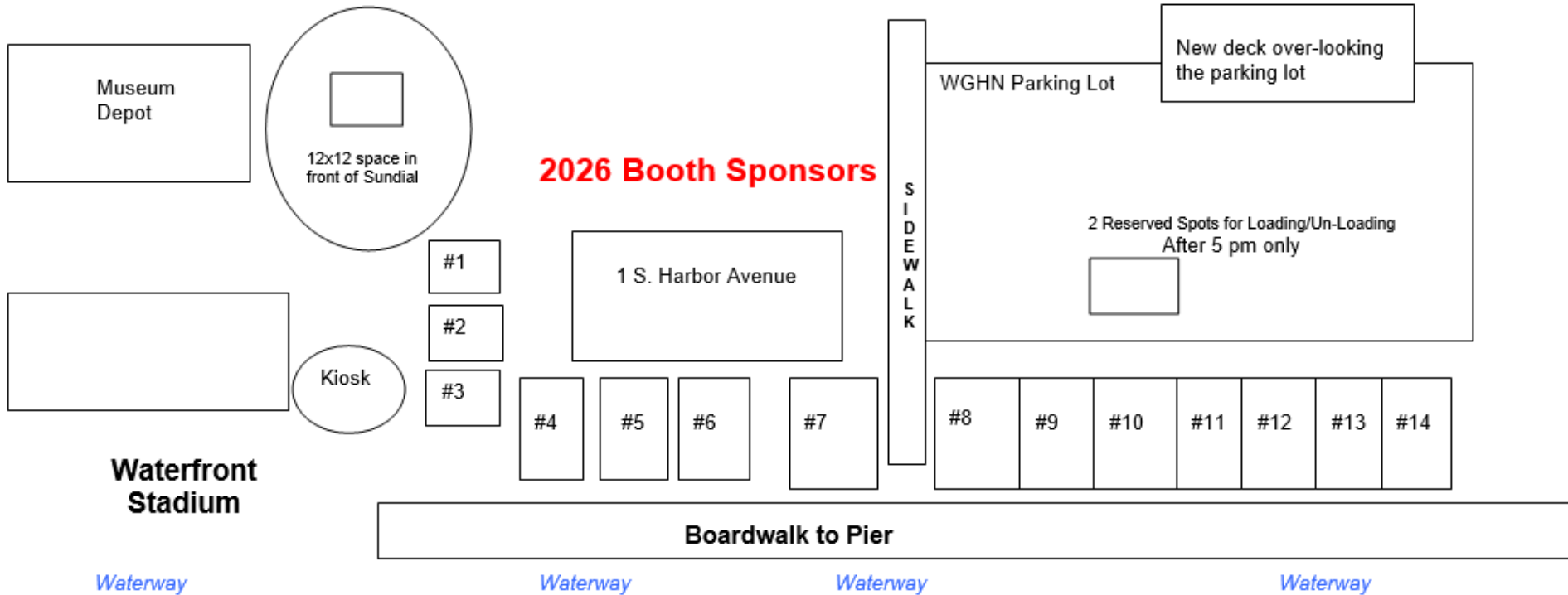
Permission to use eighteen (18) parking spaces at the southeast end of the City Parking Lot located to the east of the Tip-A-Few Restaurant on Franklin St. for the purpose of parking vendors' stock trucks between the dates of Tuesday, July 28 through Saturday, August 1. "No parking" signs to be posted twenty-four (24) hours in advance.



# Vendor/Sponsor Booths

Permission from July 25 through August 1 to use the following areas for the placement of vendor/sponsor displays/tents: the grassy area along the waterfront behind One South Harbor, Escanaba Park, and WGHN new deck area and Angled parking across from Butch's. No stakes will be placed in the ground . Will stay on city property along waterfront. Also requesting the parking in front of the 1 South Harbor Building for vendor parking and sponsors vending.

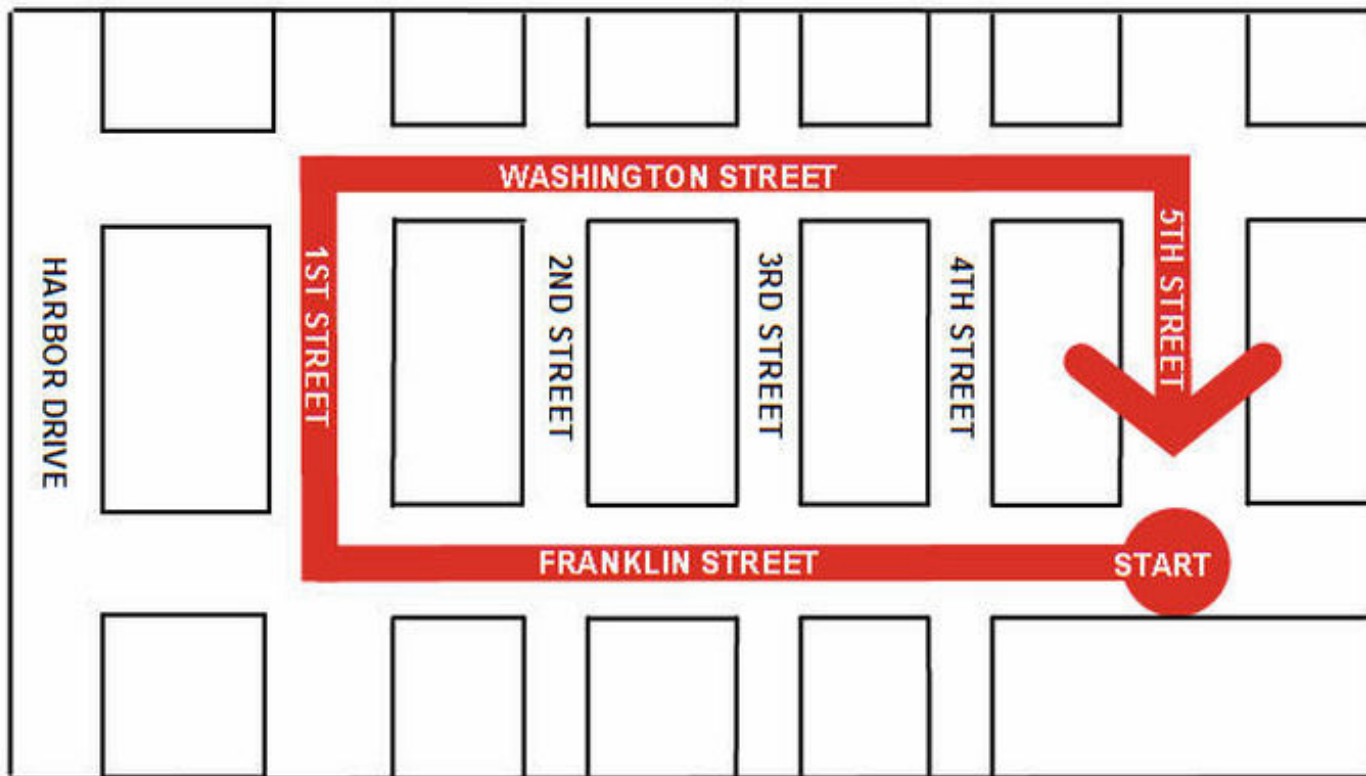
Parking in front of 1 South Harbor Washington to Franklin for vendor parking and sponsor vending.



## Kid's Parade

Permission for a permit to hold the Kid's Parade on Saturday, July 25, 2026 .

Time: 10:30 a.m. – 12:30 p.m. with NO PARKING signs on Washington Street and Franklin Street from Fifth Street to First Street, and First Street between Franklin and Washington, and closing off cross streets during the parade.



# Grand Parade

Permission for a permit to hold the Grand Parade on Saturday, August 1 from 11:30 a.m.–2:00 p.m. The parade route will be the same as 2025.

Permission to mark off the grass area along the street in front of City Hall on Saturday, August 1 for additional bleachers.

Permission to mark off City Hall parkway east of sidewalk for show mobile for dignitaries to view Grand Parade.

Permission to use the show mobile on Saturday, August 1 for seating the dignitaries during the Grand Parade, in front of city hall – same location as 2025.

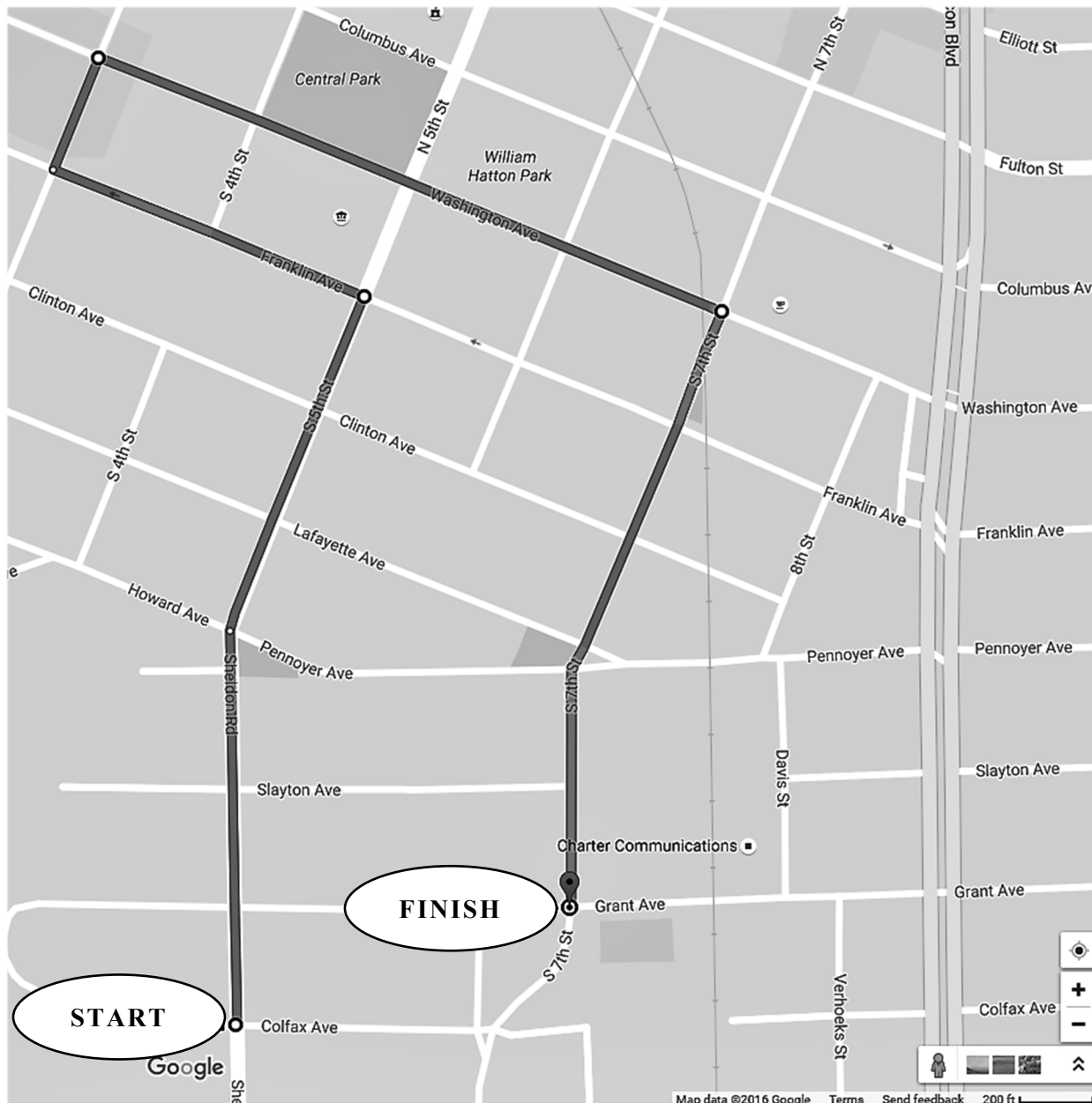
Permission to close 6<sup>th</sup> Street between Columbus and Franklin on August 1 at 10:30 a.m. until after the Grand Parade finishes. This closing time frame will allow for line-up of dignitary trolleys to pick up the dignitaries after the parade.

Permission to close streets adjacent to GH Lakeshore Middle School and the parade route similar to (2025) request 10 a.m. until 2:30 p.m..

Permission to park convertible and parade entries on Grant St from 7<sup>th</sup> to Sheldon 10:30 a.m. until 2:30 p.m..

# Grand Parade Route Map

Same Route as past years



## **Cardboard Boat Race**

Permission to hold a cardboard boat race on Saturday, July 25, 2026 at 1:30 p.m.. The race-course runs out towards Dewey Hill and back in front of the Lynne Sherwood Waterfront Stadium.

Rescue swimmers will be present in case of emergency

- Floating dock to be delivered morning of the race
- U.S. Coast Guard approved personal flotation devices to be worn by all participants

## **Cruise-In Car Show**

Permission to close Washington St. from 1<sup>st</sup> St. to 4<sup>th</sup> St. Along with the side streets from Columbus to Franklin to hold the Festival's 32nd Annual "Cruise-In" Car Show on Sunday, July 26, 2026, from 7:30a.m. until 2:30 p.m. The Car Show is free to the public and \$12.00 for the entrants. DJ music will be playing from 9:00 a.m. to 1:30 p.m.

## **Street Dance**

Request permission to close Washington Street between Third Street and Fifth Street and close off Fourth from Columbus to Franklin on Tuesday, July 28, 2026 for the purpose of holding a Street Dance. The dance will be free of charge and will feature a band that plays music for all ages. The band will play only between the hours of 8:30 p.m. and 10:30 p.m. We request that the show mobile be placed on Washington St. facing west, at the Fourth Street intersection at 5:00 p.m. and to be removed at 11:00 p.m. Third St. and Fifth St. will remain open. Request to have the city bleachers placed for the street dance and then moved to city hall in time for the Grand Parade.

## **Memorial Service**

Permission to close Harbor Drive at Escanaba Park West to Butch's Burrito parking lot during the National Coast Guard Memorial Service on Friday, July 31 from 3:45 p.m. to 5:15 p.m.

## **Drone Show**

We would like to have a drone show on the evening of Friday, July 31. It will be launched from Dewey Hill so we would ask for access on that evening and on Thursday for set up.

## **Fireworks**

Permission for a permit to display fireworks on Saturday, August 1 on Dewey Hill. CGFI will again be contracting with PYROTECHNICO of New Castle, Pennsylvania, to provide our Grand Finale aerial display. Set up will begin on Saturday, August 1 with final clean up on Sunday, August 2. A copy of the fireworks contract will be made available, along with the authorized Marine Event permit, to the City Manager's Office upon completion of the permitting from the Department of Public Safety.

# Drone Show Friday July 31



## ✓ Lines & Polygons

✓ Drone Launch Area

✓ Drone Show Flight Area

✓ FD Ingress & Egress Route

- They would be working within the pyrotechnics parameters
- They would be launching near the fountain
- Flying would be over the hill, not people
- The drones have safety features that allow them to “fall” slower if malfunctions occur
- Access would need to be Thursday afternoon/evening for set-up for the Friday show

*Listed below are the requests for Traffic Cones and Signs for the  
2026 Coast Guard Festival.*

**NO PARKING SIGNS**

(All “No Parking Tow Away” signs must be posted 24 hours before the event)

**Carnival Campsites on Harbor Island**

*\*\*\*Please have them posted **one week** in advance of Sunday, July 26th , 2026\*\*\**

**Harbourfront, Tip a Few, and Kirby Grill Lots**

RV Parking Prohibited

July 24th through August 1<sup>st</sup>,2026

**18 Parking spaces in the SE portion of the Tip a Few lot (For Food Vendors)**

“Coast Guard Festival Food Vendors Only, Tow Away”

*Listed below are the requests for Traffic Cones and Signs for the  
2025 Coast Guard Festival, continued.*

**Carnival, Car Show & Kids Parade**

“No Parking Tow Away”

To be posted on morning of July 24, 2026: 7:00am to 12:00pm (Kid’s Parade  
on Sat July 25)

**Carnival**

“Road Closed to Thru Traffic”

To be posted Tuesday, July 28 – Sunday, August 2 (2 a.m.) at Columbus and 1<sup>st</sup>  
streets

# Carnival

“No Parking 4:00pm Sunday, July 26 through 4:00am Sunday, August 2 ”

To be posted by 4:00pm on Saturday, July 25 in the Harbourfront Parking Lot excluding the north section that runs between The Pump House and Porto Bello and Chinook Pier.



## CHINOOK LOT BELOW

South 17 spots to be signed for boat slip sponsor parking  
Balance of lot to be signed for Skerbeck Carnival

See below for requested barricade locations



## **Food Vendor Row**

“No Parking Tow Away”

To be posted angled parking on Harbor Drive 5:00am Tuesday, July 28, 2026 through August 1, 2026

## **City Marina Parking Lots**

“No Parking Tow Away” for all parking spots south of the driveway

July 24 through August 2, 2026

Move the Handicap parking spots to the NE side

## **Vendors Row**

Parallel Parking in front of 1 South Harbor “No Parking Tow Away July 28- Aug 1

Angle Parking on Harbor across from Butch’s “ No Parking Tow Away July 26<sup>th</sup> – Aug 1

## **Street Dance**

“No Parking Tow Away July 28, 2026 from 5pm until 11pm”

To be posted on Monday, July 27, 2026 on **Washington Street**, Third to Fifth Streets

## Vendors

\*No Parking on Harbor from Washington to Franklin for Vendors. Parking in front of 1 South Harbor

\*Angled Parking across from Butch's on Harbor.

## Emergency Routes

To be posted on Friday, July 31, 2026

### **“No Parking Tow Away”**

<b>Lake Ave</b>	Harbor to Howard	<b>Woodlawn</b>	Sheldon to Lake
<b>Second St</b>	Harbor to Washington	<b>Leggat</b>	(One side) Howard to Williams
<b>Sherman</b>	Harbor to Howard	<b>Harbor</b>	(West side) Washington to Franklin
<b>Howard</b>	Harbor to Sheldon		

## Parade Route (8AM – 5PM)

To be posted on Friday morning July 31, 2026

### **“No Parking Tow Away August 1, 2026 8:00am until 2:00pm”**

<b>Sheldon</b>	Taylor to Howard	<b>Grant</b>	Davis to Sheldon
<b>5<sup>th</sup></b>	Howard to Franklin	<b>5<sup>th</sup></b>	(East side) Washington to Columbus
<b>Franklin</b>	3 <sup>rd</sup> to 5 <sup>th</sup>	<b>Cutler</b>	Grant to Park
<b>Park</b>	Beacon to Sheldon	<b>7<sup>th</sup></b>	Grant to Washington
<b>Woodlawn</b>	Cutler to Sheldon	<b>Washington</b>	3 <sup>rd</sup> to 7 <sup>th</sup>
<b>Waverly</b>	Cutler to Sheldon	<b>3<sup>rd</sup></b>	Washington to Franklin
<b>Colfax</b>	Cutler to Sheldon		

## Coast Guard Memorial Service Escanaba Park

Barricade near State Park                      “Road Closed to Thru Traffic”

Barricade at Harbor and Sherman            “Road Closed”

We will also need **20 Traffic Cones** dropped off to the Police garage on Friday, July 31, 2026

## Mulligan’s Hollow (No Parking) – Community Picnic-Kids Day-Senior Day

East Hollow Lot                                      “No Parking Tow Away Sunday, July 26 thru Wednesday July 29<sup>th</sup> at 3pm  
(Next to Imagination Station)                  To be posted on Saturday, July 25

## Special Requests

Request that the flexibility again this year be given on the start time for the Musical Fountain each night. The Festival is still planning on the Waterfront Stadium concerts to go on rain or shine; however, any one concert could be delayed due to lightning.

Request permission to place port-a-jons on City properties during the ten (10) days of the festival. Placement is flexible given the changing schedule of activities. Location map will be provided to city.

Request for a permit to place temporary banners and portable signs on various properties of sponsoring companies/businesses and at Waterfront Stadium during festival time throughout the City (this also includes any banners specifically supporting the Coast Guard Festival at different businesses). This would be pending property owner's approval.

Request for temporary banners to be placed at Harbor and Washington on the metal poles between The Chamber and The Train Depot July 24 – August 1. All spaces are requested.

Request that the City of Grand Haven provides an additional trash truck necessary for City cleanup on Sunday morning, August 2.

Request that a CG banner to placed in front of the CG Utility Boat on Beacon once the threat of snow is over.

Request to place a banner at Coho Dr for the entire festival

Request to have the ability to put up an additional over the street banner after at the car show – street dance banner location for the balance of the festival.

## Coast Guard City USA

Permission to display “Coast Guard City USA” on Dewey Hill from July 22 – August 5, 2026



**City of Grand Haven  
Department of Public Works  
616-847-3493**



**MEMORANDUM**

**TO:** Ashley Latsch – City Manager

**CC:** Emily Greene – Finance Director  
Dana Kollewehr – Assistant City Manager  
Jessica Kossuth – Administrative Assistant

**FROM:** Michael England – Director of Public Works  
Duncan Park Commission

**DATE:** April 23, 2026

**SUBJECT:** Invasive Species Remediation

---

Duncan Park Commission recently went through the bid process for invasive species remediation after completing a request for bid that aligned with the needs that fit Duncan Park as defined by the board members. The commission received 4 bids and after a special meeting April 14, 2026, they have chosen GEI Consultants' bid of \$114,000. Duncan Park Commission respectfully asks council to approve a motion in support of the Invasive Species Remediation to be performed in Duncan Park by GEI Consultants.



CITY OF GRAND HAVEN

519 WASHINGTON AVENUE
GRAND HAVEN, MI 49417
616-842-3210

Bid Tabulation Sheet

Date of Bid Opening Wednesday, April 8, 2026

Time of Bid Opening 10:00 a.m.

Project Name: Woolly Adelgid Survey & Treatment

Duncan Park Commission

Table with 8 columns: Date Bid Received, Bidder, City, State, Bond, Addendum #, Alternate #, Total Bid Amount. Contains handwritten entries for bids received on 4-2-26, 4-7-26, and 4-17-26.



Consulting  
Engineers and  
Scientists

April 7, 2026

City of Grand Haven  
Maria Boersma  
519 Washington Ave,  
Grand Haven Michigan, 49417

**RE: Duncan Park Hemlock Woolly Adelgid Survey and Treatment, Ottawa County, Michigan**

Dear Ms. Boersma:

GEI Consultants of Michigan, P.C. (GEI) appreciates the opportunity to provide professional services to the Duncan Park Commission and the City of Grand Haven. We are pleased to submit this proposal for the survey and treatment of hemlock woolly adelgid (*Adelges tsugae*, HWA) within Duncan Park.

In developing this scope of services and associated costs, GEI reviewed the "Duncan\_park\_bid" document, as well as the 2019 survey data and mapping provided. These materials informed our understanding of the project requirements, anticipated level of effort, and equipment needs.

GEI brings extensive experience in HWA survey and treatment. Our team has supported regional efforts with the West Michigan Cooperative Invasive Species Management Area (WMCISMA) to delineate the northern extent of HWA infestations. We have also completed treatment projects for the Allegan Conservation District and the City of Saugatuck at Mount Baldhead Park. In addition, GEI routinely conducts pesticide applications across diverse ecological settings. Our staff includes licensed pesticide applicators with forestry certification and direct experience relevant to this project (see attached project sheets and resumes).

Key personnel assigned to this project include:

1. Asia Rasch, Restoration Ecologist
2. Joe Vander Yacht, Field Operations Manager
3. Brian Majka, Project Manager
4. Erin White, GIS Specialist
5. Laurel Blackwell, Technical Specialist

During her time at Ford Motor Company, Laurel Blackwell served in a lead coordination role overseeing tree health assessment and vegetation management across more than 3,000 acres of company property. She was responsible for detailed field documentation, including inventory updates, pest identification, and hazard assessments, while coordinating response efforts between in-house teams and external contractors. She also led teams of certified applicators, providing training in pest identification and tree hazard assessment to ensure safe, accurate, and effective field operations. In addition, she communicated findings, risks, and management strategies to both company stakeholders and the public. Her work involved developing and implementing integrated pest

## Terms

We look forward to providing professional services to Duncan Park Commission and the City of Grand Haven on this project. Please feel free to contact [Laurel Blackwell at \(313\) 405-1546](tel:3134051546) or [lblackwell@geiconsultants.com](mailto:lblackwell@geiconsultants.com), or Brian Majka at (616) 843-3635 or [bmajka@geiconsultants.com](mailto:bmajka@geiconsultants.com) should you need any additional information or have questions regarding our proposal.

Sincerely,

GEI CONSULTANTS OF MICHIGAN, P.C.



Laurel Blackwell  
Technical Specialist



Brian Majka  
Project Manager

## Attachment(s):

1. Standard Professional Services Agreement and 2026 Fee Schedule
2. Staff Resumes
  1. Asia Rasch
  2. Joe Vander Yacht
  3. Brian Majka
  4. Erin White
  5. Laurel Blackwell
3. Project Sheets
  1. Hemlock Woolly Adelgid Survey
  2. Hemlock Woolly Adelgid Treatment - Mount Baldhead
  3. Pretty Lake Ecological Services
  4. Lower Grand River Assessment and Phragmites Control

**Duncan Park Hemlock Survey and Treatment**  
**Duncan Park - City of Grand Haven**

**BID FORM**

Bidders shall submit pricing using the structure below. The City reserves the right to award all or part of the scope of services.

Item	Description	Unit	Unit Cost	Extended Cost
1	Hemlock survey and inventory (field work)	Lump Sum	\$20,099	\$20,099
2	GPS mapping and tree tagging (as needed)	Lump Sum	\$ 3,022	\$ 3,022
3	Written report and treatment plan	Lump Sum	\$ 6,150	\$6,150
4	Imidacloprid treatment	Per DBH inch	\$ 3.65	\$72,168
5	Dinotefuran treatment	Per DBH inch	\$ 5.58	\$11,880
6	Removal estimates (optional)	Lump Sum	\$NA	\$ NA

**Total Bid Price: \$ 113,319**

Pricing shall include all labor, equipment, materials, travel, mobilization, pesticide products, regulatory compliance, disposal (if applicable), and reporting costs unless otherwise noted. Federal and State taxes have been deducted and prices reflect the **Total Bid Price**. Attach any additional descriptions or clarifications.

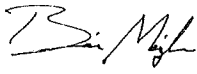
The undersigned declares that they have carefully examined the requirements of specifications contained herein, and propose to furnish and deliver to Duncan Park, City of Grand Haven the service listed below. The Duncan Park Commission may, at its sole discretion, buy the proposed service that is in the best interest of Duncan Park.

GEI Consultants  
 (Bidder's Company Name)

(616) 384-2710  
 (Bidder's Telephone Number)

5225 Edgewater Drive  
 (Street/Mailing Address)

Allendale, MI 49401  
 (City/State/Zip)

  
 (Bidder's Signature)

Brian Majka  
 (Print Bidder's Name)

**CITY OF GRAND HAVEN  
GRAND HAVEN, MICHIGAN  
DEPARTMENT OF PUBLIC WORKS**

7. **QUANTITIES:** When approximate quantities are stated, the City reserves the right to increase or decrease the quantity as best fits its needs.
8. **DELIVERY:** Quotations should include all charges for delivery, packing, crating, containers, etc. Unless otherwise stated by the bidder, prices quoted will be considered as being based on delivery to the destination designated in the Bid Document and to include all delivery and packing charges.
9. **SPECIFICATIONS:** Unless otherwise stated by the bidder, the proposal will be considered as being in strict accordance with the specifications outlined in the Bid Document.

References to a particular trade name, manufacturer's catalog, or model number are made for descriptive purposes to guide the bidder in interpreting the requirements of the City. They should not be construed as excluding proposals on other types of materials, equipment and supplies. However, the bidder, if awarded a contract, will be required to furnish the particular item referred to in the specifications or description unless a departure or substitution is clearly noted and described in the proposal and approved by the City.

10. **SAMPLES:** Samples, when requested, shall be filed prior to the opening of bids and must be furnished free of expense to the City and if not destroyed, will upon request be returned at the bidder's expense.
11. **TAXES:** Contractor shall include and be deemed to have included in his bid and contract price, Michigan State Sales and Use Taxes currently imposed by Legislative enactment and as administered by the Michigan Department Treasury, Revenue Division, on the bid date. If the Contractor is not required to pay or bear the burden, or obtains a refund or drawback in whole or in part of any Michigan Sales or Use Tax, interest or penalty thereon, which was required to be, and was deemed to have been, included in the bid and contract price, the contract price shall be reduced by the amount thereof and the amount of such reduction, whether as a refund or otherwise, shall endure solely to the benefit of the City of Grand Haven.
12. **BID INFORMALITIES AND REJECTION:** The City reserves the right to waive any nonconformity, irregularity or informalities in any bid, to negotiate with the selected bidder, and to award the bid in its determination of its best interest.
13. **AWARD:** Unless otherwise specified in the Bid Document, the City reserves the right to accept or reject any item in the bid. Unless otherwise stated in the Bid Document, bidders may submit proposals on any item or group of items, provided however that the unit prices are shown as requested.

As soon as the award is made, an order or contract document will be sent to the successful bidder for execution and bond if necessary. If the contracts are not executed and returned

**CITY OF GRAND HAVEN  
GRAND HAVEN, MICHIGAN  
DEPARTMENT OF PUBLIC WORKS**

over the signature of the bidder

17. **INTERPRETATION OF BID AND/OR CONTRACT DOCUMENTS:** No oral interpretation will be made to any bidder as to the meaning of the bid and/or Contract Documents or any part thereof. Every request for such an interpretation shall be made in writing to the City of Grand Haven. Any inquiry received within a reasonable time prior to the date fixed for the opening of bids will be given consideration. Every interpretation made to a bidder will be on file in the Clerks office of the City of Grand Haven. In addition, copies will be kept on file at the City Clerk's office and posted on the City website. All bidders shall be bound by such interpretations whether or not received by the bidders.
18. **CHANGES AND ADDENDA TO BID DOCUMENTS:** Each change or addenda issued in relation to this bid document will be on file in the Clerks Office of the City of Grand Haven and posted on the City website. It shall be the bidder's responsibility to make inquiry as to the changes or addenda issued. All such changes or addenda shall become part of the contract and all bidders shall be bound by such changes or addenda. Information on all changes or addenda issued will be available at the City Clerk's office and the City website.
19. **MANDATORY MEETING:** Representatives of the successful bidder, including the individual directly responsible for implementation of the work, will attend a meeting with the Duncan Park Commission.
20. **INSURANCE REQUIREMENTS:** The Contractor will secure and maintain insurance during the term of the contract from an insurance company authorized to do business in the State of Michigan that will protect contractors and subcontractors and the City from all liability (public liability, personal injury and property damage) claims which may arise from operations under the contract. The Contractor may not start work until evidence of all required insurance has been submitted and approved by the City. The contractor must cease work if any of the required insurance is canceled or expires. Three (3) copies of certificates of insurance shall be submitted to be approved by the City prior to the execution of the contract. The Certificate shall specifically name the City as an additional insured party. The certificates must contain the agreement of the insurance company notifying the City in writing ten (10) days prior to any cancellation or material alteration of the policy. The Contractor shall not allow any work under the contract to be performed by a subcontractor unless evidence of similar insurance covering the activities of the subcontractor is submitted to and approved by the City. The limits of insurance shall not be less than the following:
- A. Workers Compensation Insurance in the amount required by Michigan Law.
  - B. General Liability:
    - Bodily Injury and Property Damage combined:

Each Occurrence	\$1,000,000.00
Aggregate	\$1,000,000.00
Personal Injury	\$1,000,000.00
  - C. Automobile Insurance for Vehicles:

Bodily Injury Each Person	\$1,000,000.00
Bodily Injury Each Accident	\$1,000,000.00

**Asia Rasch**  
Ecologist



Asia Rasch is an ecologist with GEI Consultants in Allendale, Michigan. She holds a Bachelor of Science in Natural Resources Management from Grand Valley State University (2022) and maintains professional certifications including FAA Part 107 Remote Pilot License for Small Unmanned Aircraft Systems (SUAS), OSHA 4-Hour HAZWOPER, and Certified Natural Shoreline Professional (CNSP). Her technical experience encompasses leading and contributing to ecological restoration projects, wetland delineations, natural features inventories, drone-based data acquisition, field leadership, contributing to project proposal development, and preparation of technical reports for submittal to clients and regulatory agencies. Asia's specialized interests include the application of unmanned aerial systems in environmental assessment, natural features inventories, and botany.

#### PROJECT EXPERIENCE

**Delineation of Critical Dune Areas, Michigan Department of Environment, Great Lakes, and Energy, Michigan.** Primary field ecology team member assisting in the large-scale effort to develop protocols to define and collect data relating to exemplary plant communities and coastal processes within Critical Dunes Areas (CDAs) throughout Michigan. Conducted field data surveys across more than 200 dune polygons. Assessed primary dune and dune-associated natural communities, dune functions and values, floristic quality, boundaries, and anthropogenic impacts to determine the qualities and extent of these areas across the state to support the designation or de-designation of CDAs.

**Lagrange Valley Preserve, Southwest Michigan Land Conservancy, Dowagiac, MI.** Performed an aerial survey of 400 acres of recently acquired land using a drone to map natural features and dominant natural communities. Created a map of the features to send to the client for management considerations.

**Midland Dam Fish Passage, Fisher Contracting Co., Midland, MI.** Assisted with data collection and safety spotting of a transect mussel survey near the Midland Dam fish passage in the Tittabawassee River. This effort was part of a larger effort to ultimately collect, process, and relocate over 8,500 freshwater mussels, including nearly 100 Michigan state threatened black sandshell (*Ligumia recta*).

**Gull Prairie Preserve, Viridis Design Group, Richmond, MI.** Conducted site surveys to determine natural community types, presence/absence of wetlands, botanical inventories, and site conditions. Site surveys included an aerial survey using an unmanned aircraft system and on-the-ground surveys. The site was mapped and classified, floristic quality assessments were performed, and a report detailing the findings and management recommendations was created and provided to the client.

#### EDUCATION

B.S., Natural Resources Management,  
Grand Valley State University

#### EXPERIENCE IN THE INDUSTRY

5 years

#### EXPERIENCE WITH GEI

3 years and 5 months

#### REGISTRATIONS AND LICENSES

American Red Cross CPR/First Aid  
Certified Natural Shoreline Professional  
(CNSP)  
Commercial Pilot's License, Small  
Unmanned Aircraft Systems (SUAS)  
Michigan Commercial Pesticide Applicator  
Certification, Categories 2, 5, 6  
OSHA 40-Hour HAZWOPER

intersections. Field survey work included the wetland delineation, plant community mapping, recording stream measurements, and filling out U.S. Army Corps of Engineers wetland determination data forms. GPS data was recorded in the field to create wetland delineation figures in ArcGIS. The field survey data was compiled into a wetland delineation report, for each of the independent survey locations.

**Gypsum Mine Expansion, Gold Bond Building Products, Iosco County, MI.** Ecologist assisting with wetland delineations and habitat mapping and assessment on over 500 acres of potential mining expansion. Conducted botanical surveys to compile plant inventories and assess floristic quality, natural communities, and potential for listed species habitat for wetland preservation as mitigation.

**Petersburg State Game Area Wetland Mitigation Bank, Salenbien Trucking and Excavating, Petersburg, MI.** Performed tasks associated with creation of a wetland mitigation site for a 40-acre bank including native seeding, straw mulching, and erosion control blanketing.

**Lower Muskegon River Fish and Wildlife Habitat Restoration, West Michigan Shoreline Regional Development Commission, MI.** Performed various tasks related to the restoration of a celery farm into an extensive wetland system connected to the Muskegon River. Tasks included construction oversight, installation of native herbaceous plugs and herbivory protection, invasive species control, freshwater fish relocation, and monitoring.

**Dowagiac River Restoration Phases 1 and 2, M.J. VanDamme, Inc., Dowagiac, MI.** As a crew member, performed restoration and maintenance tasks associated with the reinstallation of historic meanders along a 1.5-mile section of the Dowagiac River channel which had previously undergone dredging and straightening. Over a multiyear period, tasks included native seeding and straw mulching, native tree and shrub plantings, mulch installation, live-stake installation, installation of herbivory protection, irrigation, invasive species control, monitoring, and maintenance activities including scheduling and reporting.

**Oakland County Parks Invasive Species Treatment, Oakland County, MI.** Performed tasks related to herbicide application including chemical mixing and application and tracking of herbicide amounts and species treated.

**Belle Isle Flatwoods, Anglin Civil, Detroit, MI.** As a crew member, aided with the restoration of the Belle Isle Flatwoods after the installation of several roads impeded the natural hydrologic function of the island. Aided with reforestation efforts by planting several hundred 7-gallon native trees and performing invasive species control and monitoring following removal of road infrastructure.

**Thornapple Drain Maintenance, Barry County Drain Commissioner, Barry County, MI.** Field team member for the maintenance of the Thornapple River from Nashville, Michigan to Thornapple Lake. Efforts included the removal of large woody debris and bank stabilization as needed.

**Muskegon Lake Nature Preserve Restoration, West Michigan Shoreline Regional Development Commission, Muskegon, MI.** As both crew member and field lead, assisted with extensive restoration efforts over a multiyear period including aquatic habitat installation, herpetofauna habitat installation, invasive species control, native species plantings, coordinating volunteer efforts, and construction oversight.

**Lake Erie Metropark Shoreline Stabilization and Restoration Project, Huron Clinton Metroparks, Wayne County, MI.** Field lead and crew member who assisted in the installation of over 1,000 linear feet of coir logs, over 5,000 linear feet of erosion control fabric, native seeding, and straw mulching to support a largescale dynamic revetment spanning across approximately 500 linear feet of Lake Erie.

**Woodland Meadows Landfill Wetland Mitigation, Land and Water Resources, Inc., Wayne County, MI.** Performed tasks related to wetland mitigation including native seed installation, tree and shrub planting, and invasive species control and monitoring.

**OU5 Allied Paper/ Portage Creek/ Kalamazoo River Superfund Site, LLC, Plainwell, MI.** Performed multiple roles over a multiyear period as part of an extensive effort to remediate and restore polluted sections of the Kalamazoo River. Duties have included field work related to collection of sediment samples, sample

## Joseph G. Vander Yacht

Restoration Ecologist / Field Operations Manager

Joseph Vander Yacht is a Field Operations Manager for field restoration in Allendale whose area of expertise includes invasive species target/removal, native plantings, environmental restoration projects, and data collection for site management. He has both lead and assisted crews in several restoration projects ranging from installation of erosion control blanket on disturbed wetlands to nonnative plant control for natural areas. His knowledge of native and non-native plant identification and proficient skills with equipment and tools also prove useful for field assessments and site evaluations.

### PROJECT EXPERIENCE

#### **Copperwood Mine Stream Mitigation, MJ VanDamme**

**Construction, Copperwood, MI.** As field crew member of multiple restoration technicians responsible for installation of live stakes, seed, blanket, trees, shrubs, and mulch along a newly created stream mitigated for Copperwood Mine operations and use. Stream was created to allow for excess water to safely move off Mine operations site.

**Phragmites Treatment, DTE Fermi, Newport, MI.** Part of a crew of 3 restoration technicians to conduct foliar treatments of phragmites along the coastline of the DTE Fermi Power Plant. Tasks included backpack, gas powered sprayer using ATV, and battery powered sprayer using a 12ft aluminum flat bottom boat.

**Clark and Delaware/Horseshoe Islands Restoration Project, Mark Haynes Construction, Maumee AOC (Area of Concern), Lucas County, OH.** Part of a crew of 4-12 restoration technicians to conduct 29 acres of phragmites treatment, install 36.3 acres of emergent wetland seeding, 114,765 submergent, emergent, and shoreline plugs, 1,275 1-inch caliper trees, 1,275 bareroot shrubs, 5.3 acres of shoreline seeding, 1,860 live stakes, and straw mulch on three islands in the Maumee River. Project is intended to improve water quality in the Maumee River and Lake Erie by reducing sedimentation and nutrient loading, while enhancing habitats for aquatic species and protecting island and shoreline areas to prevent erosion, boost ecological resilience and preserve park and boating infrastructure.

**Dowagiac River Restoration Phase 1 and 2, M.J. VanDamme, Inc., Dowagiac, MI.** As a crew member, performed ecological restoration and maintenance tasks associated with the reinstallation of historic meanders along a 1.5-mile section of the Dowagiac River channel which had previously undergone dredging and straightening. Over a multiyear period, tasks included native seeding and straw mulching, native tree and shrub plantings, mulch installation, live-stake installation, installation of herbivory protection, irrigation, invasive species control, monitoring, and maintenance activities including scheduling and reporting.

**Bell Creek and Lola Valley Parks Habitat Restoration, Anglin Civil, Alliance of Rouge Communities, MI.** As both crew member and field supervisor, assisted with the restoration of municipal parks connected to



### EDUCATION

B.S., General Sciences, Hope College Holland

### EXPERIENCE IN THE INDUSTRY

19 years

### EXPERIENCE With GEI

11 years

### TRAINING AND CERTIFICATIONS

OSHA 40 Hour HAZWOPER

CPR/First Aid Certified

Chauffeur's License

Commercial Applicator's License

Medical First Responder

HazMat First Responder – Operations

Firefighter I and II

Forestry Stewardship Plan Writer

Stormwater Soil Erosion and Sediment Control

Accident Prevention

SCUBA Certified

Chainsaw Safety/Maintenance

Chainsaw Safety/Operation Maintenance

Trailer Loading/Unloading

Securing the Load

Tractor

Skid steer

Fire Safety

UTV-ATV Operation

First Aid-CPR

Health and Safety

Blood Borne Pathogens

Defensive Driving

Avoiding Rear-End Collisions

Safe Driving Autos, SUVs, and Pickups

Winter Botany

2017 US/LP Operations – Confidential Client

Environmental Orientation

2017 US/LP Operations – Confidential Client

Safety Orientation

Herbicide mixing and application training

Marsh Master Operations training

Paradigm Pipeline Safety Program

Open Water SCUBA Certification

Mussel survey

Low Flow Sampling

Multi Parameter Meter

Monitoring Well Sampling

utilizing GPS equipment for accurate data collection in the field, chain of custody and record-keeping duties, performing and preparing maintenance on building and equipment, and mussel relocation.

**Woodland Meadows Landfill Wetland Mitigation, Land and Water Resources, Inc., Wayne County, MI.**

As both crew member and field supervisor, performed tasks related to wetland mitigation including native seed installation, tree and shrub planting, and invasive species control and monitoring.

**Wisconsin River Mussel Survey and Habitat Evaluation, Wisconsin Department of Transportation, Columbia County, WI.** Member of the Scuba team responsible for diving and systematically searching for mussels. Multiple techniques were used in the search including meander surveying, and grid/transect surveying. Was involved in searching for suitable habitat for multiple species of freshwater mussels for relocation.

**I-196 Grand River Mussel Survey and Relocation, Michigan Department of Transportation, Kent County, MI.** Crew member who assisted in the freshwater mussel survey and relocation. Helped with mussel identification and transport to more suitable habitat. Documentation was carried out for permitting considerations. Part of the Scuba team responsible for diving and systematically searching a grid for mussels.

**Lake Erie Metro Park Shoreline Stabilization and Restoration Project, Huron Clinton Metroparks, Wayne County, MI.** Crew member who assisted in the installation of over 1,000 linear feet of coir logs, over 5000 linear feet of erosion control fabric and seeding and straw mulching to help restore about 500 linear feet of bank on Lake Erie in Lake Erie Metro Park. Operated the tractor and straw blower to help mulch seeded areas, blanket spoil piles and shoreline and install two rows of coir logs along shoreline.

**Stocks Creek Drain Maintenance, St. Clair County Drain Commission, Port Huron, MI.** As a field lead, assisted with the clearing and maintenance of Stocks Creek Drain. Tasks included removing large woody debris, bank stabilization, and coordination with multiple landowners to ensure satisfaction. Other tasks included coordination between client and scheduler, proposal writing, budgeting, and final deliverable.

**Lake of the Woods Drain Maintenance, Van Buren County Drain Commission, Van Buren County, MI.** As a field lead, assisted with the clearing and maintenance of Lake of the Woods Drain. Tasks included removing large woody debris, bank stabilization, and coordination with multiple landowners to ensure satisfaction. Other tasks included coordination between client and scheduler, proposal writing, budgeting, and reporting.

**Pinkham & Dead Creek Intercounty Drain Maintenance, Pinkham and Dead Creek Intercounty Drainage Board, Tuscola, MI.** As a field lead, assisted with the clearing and maintenance of Pinkham and Dead Creek. Tasks included removing large woody debris, bank stabilization, and coordination with multiple landowners to ensure satisfaction. Other tasks included coordination between client and scheduler, proposal writing, budgeting, and final deliverable.

**Pickett-Pelon Shoreline Stabilization and Restoration Project, Ionia Conservation District, Ionia County, MI.** Field lead in charge of the installation of 2,500 native shrubs and plants, 200 linear feet of coir logs, 1 ton of rock, about 4 tons of soil, and four full trees for wave/ice breaks to help stabilize and restore the lake front properties of landowners Pickett and Pelon. Responsible for overseeing two crew members and volunteers from Ionia Conservation District and the neighborhood. Other responsibilities included seeding and installation of erosion control blanket along with redistribution of existing rock material to a more useful position.

**Mier Property Shoreline Stabilization and Restoration Project, Steve Mier, Gary, IN.** Field lead in charge of managing and installing 300 linear feet of rock toe, three layers of soil lifts, seed, and installation of 1,000 native shrubs along Mr. Mier's lake front property to help stabilize the eroding bank. Responsible for a crew of two and installed 100 tons of rip rap along 300 linear feet of waterfront while operating a telehandler to transport the material. Other responsibilities included installation of erosion control blanket, seeding and mulching disturbance areas, coordination of rental equipment and material delivery and ordering.

**Muskegon Lake Nature Preserve Restoration, West Michigan Shoreline Regional Development Commission, Muskegon, MI.** As both crew member and field supervisor, assisted with extensive restoration efforts over a multiyear period including aquatic habitat installation, herpetofauna habitat installation, invasive species control, native species plantings, coordinating volunteer efforts, and construction oversight.

**Invasive Species Treatment at Various Landfills, Waste Management, Kalamazoo and Bay City, MI.**

Treated invasive species in several different landfills located both in Michigan (Independent, Butterworth, and Hartley) and Northern Indiana (Deercroft and Wheeler). A variety of species were treated using cut-stump, backpack, and boom-spray applications. Responsible for dividing tasks among the crew, evaluating the effectiveness of previous treatments, and making sure time spent did not exceed the budgeted allowance for the projects.

**Pretty Lake Nature Preserve, JA Woollam, Mattawan, MI.** Led several crews as they treated several invasive species across a nature preserve. Species included, but were not limited, to English ivy, garlic mustard, glossy and common buckthorn, tree of heaven, autumn olive, and multiflora rose. Treatments included foliar applications, drill and fill, and cut-stump. Responsible for managing the budget, assigning tasks, and completing objectives within timeframes.

**Dow Chemical Bay City Treatment Wetland, Dow Chemical, Bay City, MI.** Responsible for installing wetland plugs, grading slopes, seeding, applying straw, irrigation, ball and burlap trees, and foliar treating *Phragmites australis*. Water levels were constantly monitored and adjusted accordingly when adequate cover was not met. Erosion control blanket was also implemented on steeper slopes.

**Saint Clair Coast Wetland, SmithGroup JJR, Port Huron, MI.** This project was completed over several visits using a four- to six-person crew, and invasive species treatments were completed on repeat trips throughout the summer. Crews installed ball and burlap and potted trees/shrubs within a recently constructed wetland. Native grass plugs were also installed in specific locations designated on the site design map. All trees/shrubs were wrapped and guyed to stakes and large mulch beds were created around planted material. After all species were planted, the site was seeded and subsequently rolled and crimped with an ATV. Over the summer, crews returned to provide invasive species treatments and overall site maintenance.

**Hill Ditch Restoration, Geo. Gradel Co., Maumee AOC (Area of Concern), Lucas County, OH.** As field supervisor, led a crew of restoration technicians in the removal and chemical treatment of woody invasive species along the Hill Ditch restoration area. Also led a crew of three restoration technicians to plant various stocked plants using a skid steer and auger. Tasks included chainsaw use, cut stump herbicide application, and using brush to create woody habitat structures.

**Millbrook Dams and Wetlands Construction, Jack's Holdings on the Hill LLC, Millbrook, NY.** The project was for a dam restoration project that included the planting of over 6,000 native trees and shrubs ranging from bare roots to 6 feet tall. Used an auger to plant in the higher grounds and shovels and tree bars in the swampy areas.

**Grand River, Muskegon Lake, and Bear Lake Phragmites Control, Ottawa Conservation District, Ottawa County, MI.** Worked on a team to spray herbicide on invasive *Phragmites australis* growing along 10 miles of the Grand River, the North Shore of Muskegon Lake, and parts of Bear Lake in West Michigan in an ongoing project to reclaim invaded lands. Used backpack sprayers as well as drove the MarshMaster. Aided in the retreatment of Muskegon Lake in the second year of the project. Educated landowners on the importance of removing this species from the ecosystem and the benefits to them and their waterfront.

**Lower Muskegon River Fish and Wildlife Habitat Restoration, West Michigan Shoreline Regional Development Commission, MI.** As both a crew member and field supervisor, performed various tasks related to the restoration of a celery farm into an extensive wetland system connected to the Muskegon River. Tasks included construction oversight, installation of native herbaceous plugs and herbivory protection, invasive species control, freshwater fish relocation, and monitoring.

**Talmadge Creek Restoration, Confidential Client, Marshall, MI.** Using backpack sprayers, hand cutting, chainsaws, hand swiping, and drill-and-fill, worked on a team charged with eradicating certain invasive species from approximately 25 acres on the banks of Talmadge Creek. Located and identified pockets of undesirable plants and used herbicide to destroy them while observing mandatory safety protocol. This is an ongoing project after the creek was reconstructed following an oil spill.

**Line 78 Tree Planting, Confidential Client, Multiple Counties, Michigan and Indiana.** Team Lead for planting bare root trees and shrubs in disturbed wetlands. Crews planted over several months and coordinated with right-of-way agents to access wetlands requiring the bare roots. Planting was completed using tree bars and shovels and each wetland had a specific species list and tree count which varied from a couple trees to hundreds. In total, 14,000 trees and shrubs were planted.

**Sabin Dam Removal, MJ VanDamme, Grand Traverse County, MI.** Member of a crew with the task of stabilizing the banks of the Boardman River from Cass Road north to Sabin Dam. Methods included seeding about 30 acres of flood plains and upland seeds and blanketing about 5 acres of stream bank and slopes.

**Barry County Drain Clearing, Barry County Drain Commissioner, Barry County, MI.** Field Supervisor leading a team of three to five people clearing obstructions along miles of county drain. Methods included the use of a chainsaw, brush-cutter, and rope winch to clear the obstructions to prevent future flooding and provide drainage of water in the appropriate manner as well as constructing fish habitat structures along banks. Methods used are more environmentally friendly than alternatives, such as heavy equipment.

**Calhoun County Drain Clearing, Calhoun County Drain Commissioner, Calhoun County, MI.** Field Supervisor leading a team of three to five people clearing obstructions along miles of county drain. Methods included the use of a chainsaw, brush-cutter, and rope winch to clear the obstructions to prevent future flooding and provide drainage of water in the appropriate manner as well as constructing fish habitat structures along banks. Methods used are more environmentally friendly than alternatives such as heavy equipment.

**Battle Creek Intercounty Drain Clearing, Intercounty Drain Board, Eaton County, MI.** Field Supervisor leading a team of three to five people clearing obstructions along miles of county drain. Methods included the use of a chainsaw, brush-cutter, and rope winch to clear the obstructions to prevent future flooding and provide drainage of water in the appropriate manner as well as constructing fish habitat structures along banks. Methods used are more environmentally friendly than alternatives such as heavy equipment.

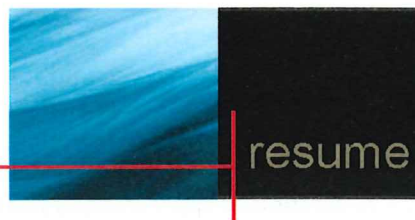
ADDITIONAL EXPERIENCE

CISMA Coordinator, West Michigan CISMA, Grand Haven, MI.	1 year
Ottawa County Parks Lakeshore Assistant Supervisor, Ottawa County Parks and Recreation, Ottawa County, MI.	2 years
Forestry Crew Member, Holland Parks and Recreation Department, Holland, MI	2 years
State of Michigan State Worker 4, Holland/Grand Haven State Park, Holland/Grand Haven, MI.	3 Years

SPECIAL SKILLS

- Working knowledge of ecological principles, plant biology/identification, ecological restoration, scientific design, field research techniques, and data analysis
- Comfortable hooking up/hauling trailers, using brush cutters/chainsaws, applying herbicide, planting trees, installing erosion blanketing/silt fence, operating UTVs, collecting/utilizing data on GPS units

**Brian R. Majka**  
Senior Restoration Ecologist



Brian Majka is a professional restoration ecologist responsible for project management of ecological restoration design and implementation projects for GEI. He has extensive experience with project oversight, design and implementation of wetland construction, coastal restoration, stream restoration, soft shoreline engineering, prairie planting, natural areas management and best management practice (BMP) design projects throughout the eastern United States. He actively gives presentations on various ecological restoration-oriented topics, include stream restoration, wetland restoration, and the use of natural and nature-based techniques throughout the country.

#### PROJECT EXPERIENCE

**Muskegon Lake Area of Concern Restoration Design and Construction Management, Muskegon, MI.** Contracted to design and implement wetland restoration and shoreline softening measures for 25 separate locations within the Muskegon Lake Area of Concern (AOC). This restoration will contribute to delisting the fish and wildlife habitat beneficial use impairment for the AOC. The goals of the restoration project involved the removal of fill, debris, and hardened concrete shoreline, and the integration of bioengineered solutions to soften shorelines and enhance fish and wildlife habitat. Shoreline softening and habitat enhancement measures included the integration of native plants, unmowed buffer strips, biodegradable erosion control fabric, coir lift systems, prevegetated coir pillows, coir log wave diffusers, tree trunks, and root ball structures. Responsible for site condition analysis, wave energy and hydrologic review, vegetation surveys, local stakeholder coordination, permit acquisition, bid package and restoration plan set development, contractor review and selection, construction oversight, construction management, and long-term management plan development. These restoration efforts have led to over 23,000 linear feet of shoreline restoration, 80 acres of wetland creation, and over 80 acres of benthic restoration through marine debris, fill, and sediment removal. Principal and overall point of contact for this wetland restoration design and shoreline softening for 25 sites. Additionally, a web-based, long term management plan was developed for all sites to guide management by local partners for years to come.

**Marshville Dam Removal and Stony Creek Restoration, West Michigan Shoreline Regional Development Commission (WMSRDC)/Conservation Resource Alliance (CRA), Oceana County, MI.** Project Manager for design and construction oversight of the removal of the Marshville Dam and restoration of Stony Creek, a coldwater trout stream, in areas impacted by the dam. GEI was jointly contracted by WMSRDC and CRA to develop plans to remove the historic Marshville Dam and restore Stony Creek at Marshville Dam County Park. Haven fallen into a state of disrepair, the dam provided a blockage to fish passage and was also a safety concern. To develop project designs, GEI worked with project partners to assess existing

#### EDUCATION

B.S., Natural Resources and Environmental Science, Purdue University

#### EXPERIENCE IN THE INDUSTRY

25 years

#### EXPERIENCE WITH GEI

10 years

#### TRAINING AND CERTIFICATIONS

OSHA 40-Hour HAZWOPER  
OSHA 10-Hour Construction Safety  
Michigan Commercial Pesticide Applicator's License (Category 5/6)  
National Wildfire Coordinating Council S-130/S-190/I-100  
Commercial Pilot's License, Small Unmanned Aircraft Systems (SUAS)  
SER Certified Ecological Restoration Practitioner (CERP) #0086  
State of Michigan Certified Stormwater Operator  
Wilderness First Aid  
American Heart Association CPR/First Aid  
Applied Fluvial Geomorphology/Rosgen Wildland Hydrology, Level 2

#### PROFESSIONAL ASSOCIATIONS

Michigan Invasive Plant Council, Vice Chair 2009-2017  
Michigan Natural Shoreline Partnership, Vice Chair 2014-2017  
Purdue University NRES Alumni Advisory Committee, Member  
Grand Valley State University Natural Resources Management Program Advisory Council  
West Michigan Conservation Network Steering Committee Member 2016-2022  
Board of Directors, Midwest-Great Lakes Chapter of Society for Ecological Restoration. 2020-2025  
Natural Resources Advisory Committee, Ottawa County Parks and Recreation Commission. 2025-present

approximately 300' of boardwalk across a coastal wetland to provide ADA-compliant access to the Kalamazoo River and restoration of 5 acres of Great Lakes coastal wetlands.

**Muskegon River Bank Stabilization, Muskegon River Watershed Assembly, Muskegon County, Michigan.** Project Manager, working in a design-build capacity GEI designed and installed 350' of bioengineered bank stabilization along the Muskegon River using its in-house ecological restoration team. The project used natural channel design and bioengineering methods to develop designs to re-slope the shoreline, install toewood, and install bioengineered lifts along with native plantings.

**Kitchel-Lindquist Hartger Dunes Preserve Shoreline Stabilization, City of Ferrysburg/Kitchel-Lindquist Hartger Dunes Preserve, Ottawa County, Michigan. Project Manager.** Working in a design-build capacity, GEI developed designs to stabilize shoreline on the property of the Kitchel-Lindquist Hartger Dunes preserve along the Grand River adjacent to Lake Michigan. Project designs included the installation of a rock sill, woody habitat structures, and native plantings along a 300' reach of the Grand River where the shoreline is subject to both river flows and the influence of Lake Michigan.

**LaGrange Valley Preserve Geomorphic Assessment and Invasive Species Mapping, Southwest Michigan Land Conservancy, LaGrange, Michigan.** Project Manager. GEI worked with the Southwest Michigan Land Conservancy to conduct a stream geomorphic assessment and assess habitat restoration potential of approximately 3 miles of Dowagiac and Talkie Creeks on their 450 acre LaGrange Valley Preserve. In addition to the stream assessments, GEI used drone imagery to map populations of common reed (*Phragmites australis*) throughout the preserve.

**Grand River Coastal Corridor Conservation Plan, Grand Valley Metropolitan Council/Lower Grand River Organization of Watersheds, Ottawa and Muskegon Counties, Michigan.** Project manager for development of a landscape-scale conservation plan for habitats along the Grand River at its mouth near Lake Michigan. The plan included both desktop and field-based analysis of the ~115 square mile corridor, which has been identified as an important bird area (IBA) by Great Lakes Audubon. Utilizing geographic information systems (GIS), field surveys, and stakeholder input, GEI led the effort to map and analyze sand dunes, Great Lakes coastal wetlands, and upland habitats throughout the corridor. The conservation plan included recommendations for habitat conservation, preservation, and restoration in the corridor while also including recommendations for the use of green infrastructure and natural and nature-based features. Project partners included Ottawa County Parks and Recreation, Great Lakes Audubon, Grand Valley Metropolitan Council/Lower Grand River Organization of Watersheds, the West Michigan Environmental Action Council, and the Wege Foundation.

**Harber Ditch Stabilization. NiSource, Fort Wayne, Indiana.** Project manager for natural channel design and streambank stabilization. GEI was contracted by NiSource to develop plans, obtain permits, and complete construction oversight in a design-build capacity to stabilize an eroding streambank adjacent to a natural gas pipeline. Completed in 2025, GEI worked with NiSource and an earthwork contractor to stabilize the stream by creating a new floodplain shelf, installing a stone toe, and installing native vegetation and biodegradable erosion control fabric along approximately 200' of stream. Native planting and erosion control materials were installed by GEI's in-house ecological restoration team.

**Breedsville Dam Removal, State of Michigan Department of Technology, Management & Budget, Breedsville, MI.** Restoration ecologist for removal of the Breedsville Dam on the South Branch of the Black River. This was one of the first Michigan Department of Environment, Great Lakes, and Energy Dam Safety emergency action projects to address critical dam safety and regulatory issues. The project consisted of dam removal, approximately 700 linear feet of stream restoration, and wetland restoration. Project included data collection, detailed design, hydraulic modeling, development of construction bid documents, permitting, and administration of construction management and construction oversight services. The project will continue with a 5-year stream and wetland monitoring program.

**Lower Muskegon River Coastal Wetland Restoration, West Michigan Shoreline Regional Development Commission, Muskegon County, MI.** Project Manager for design and construction of approximately 60 acres

**Wendy Park Natural Shoreline Design and Training Program, Cleveland Metroparks/KS Associates, Cleveland, OH.** Worked closely with Cleveland Metroparks and KS Associates to design a nature-based shoreline protection and restoration at Wendy Park along Lake Erie in Cleveland, Ohio. GEI then assisted KS, Cleveland Metroparks, ODNR, OEPA, and other project partners in teaching the Ohio Nature-Based Shoreline Protection course, with the Wendy Park site as a field installation project for course participants.

**Delineation of Michigan Critical Dunes, Michigan Department of Environment, Great Lakes, and Energy (EGLE), Statewide.** Project manager for delineation of Michigan Critical Dune Areas (CDAs). In support of Part 353, Sand Dunes Protection and Management, of the Natural Resources and Environmental Protection Act, GEI led a team consisting of the Michigan Natural Features Inventory (MNFI), Michigan State University (MSU), and Michigan Technological University (MTU) to update the state CDA maps, which had not been updated since 1989. Working closely with EGLE staff, the team used a combination of geospatial analysis, Great Lakes coastal processes, and natural features assessments to develop new and updated criteria for designation of statewide CDAs. The overall effort collectively used the combined geomorphological and natural community features to complete desktop analysis of Michigan's dunes, which will be followed by field verification by GEI and MNFI ecologists in 2025. The final deliverable will be an updated CDA delineation that is field verified and based in current and defensible science and practice.

**Mona Lake Celery Flats Coastal Wetland Restoration, Muskegon County Water Resource Commissioner, Muskegon County, MI.** Project Manager for restoration of approximately 130 acres of Great Lakes Coastal Wetlands. The Mona Lake Celery Flats are historic emergent wetlands that have been disconnected from the Black River and Lake Michigan through earthen dikes. Designs, currently under development, include an analysis of site soils, hydrology, and native vegetation and will include 2-dimensional HEC-RAS modeling, removal of high nutrient and/or contaminated soils, treatment of high-phosphorus water and soils, and the installation of habitat structures and native vegetation.

**Sunset Station Shoreline Restoration and Protection, Arcadia Township, MI.** Project lead for restoration and shoreline protection of Sunset Station Township Park located along Lake Michigan. Designs included removal of an existing damaged sheetpile wall and restoration of the shoreline by constructing new restored dunes.

**Rio Grande Creek Dam Removal and Stream Restoration, Muskegon Conservation District, Muskegon County, MI.** Project Manager for design of the removal of the Rio Grande Creek Dam and associated restoration at Patterson County Park. GEI worked with project partners to develop plans to remove a historic dam within the county park and restore locations of the creek impacted by the dam. Plan development included site surveys for sediments, vegetation, and creek morphology, hydraulic and hydrologic modeling, and plans for the removal and restoration of the creek channel using natural channel design methodology.

**Multiple Bioengineering Projects, State of Vermont, Various Locations, Vermont.** Contracted to assist the State of Vermont with design and construction oversight of four bioengineering projects on Lake Iroquois, Lake Bomoseen, Raponda Lake, and Island Pond. The projects were the first bioengineering projects constructed in the State of Vermont. Each project was associated with a workshop to train local practitioners in the design and construction of bioengineering methods. Led construction efforts in the field using local contractors and volunteers following design.

**Ottawa Sands County Park Shoreline and Interdunal Wetland Restoration, Ottawa County Parks and Recreation Commission, Ottawa County, MI.** Project Manager for design and construction of shoreline and wetland restoration. GEI partnered with Ottawa County Parks to work in a design-build capacity to develop and construct the planned habitat improvements at the site. Design plans included the creation of approximately 6 acres of interdunal wetland habitat, the creation of a new sand dune, and restoration of approximately 7,000 linear feet of shoreline around the lake by creating a wider littoral shelf and nearshore wetlands. The restoration efforts are intended to provide habitat for a wide range of plants and animals, including fish, reptiles and amphibians, and secretive marsh birds. To complete the design efforts, GEI installed piezometers and staff gauges to assess the surface and groundwater at the park. GEI also completed topographic and nearshore bathymetric surveys and wetland delineations to inform the project design. Using the site data and analysis, GEI worked with park

erosion along the river, GEI developed conceptual designs based on natural channel design for stabilization along the river. Using these conceptual designs, GEI assisted MSU in obtaining grant funding to complete design, permitting, and construction of riverbank stabilization using a combination of bioengineered lifts and large woody debris. GEI completed the project in a design-build capacity, using its own restoration team to complete the construction. During construction, GEI engaged various student groups from MSU, using the project as an educational opportunity and catalyst for future restoration efforts along the river.

**Beaver Island Invasive Plant Surveys, Antrim Conservation District (ACD) and The Nature Conservancy (TNC), Charlevoix, MI.** Project Manager for a survey of invasive plants on approximately 43 miles of shoreline on Beaver Island in Lake Michigan. Crews surveyed a total of 996 acres of coastal wetlands and parabolic dunes along the shoreline for invasive plant species. Following surveys, GEI, ACD, and TNC prioritized areas for treatment and directed GEI restoration staff to implement control measures in high quality areas of the shorelines and dunes.

**Lower Grand River Invasive Species Management, Ottawa County Parks and Recreation Commission, Ottawa County, MI.** Restoration ecologist, assisting with coordination and management of a multiyear effort to survey more than 3,000 acres for invasive phragmites on the lower Grand River and associated islands. Survey efforts led to treatment, with methods including helicopter application, boat application, ground-based ATV application, and hand-wicking.

**Northern Michigan Coastal Invasive Species Control, Michigan Department of Natural Resources, Five Counties, Michigan.** Project Manager. Selective herbicide treatments to invasive species, primarily common reed (*Phragmites australis*) along nearly 300 miles of Lake Michigan shoreline in northwest Michigan, using a combination of backpack and ATV-mounted sprayers along with hand-wicking methods.

**Muskegon Lake and Bear Lake Invasive Species Management, West Michigan Shoreline Regional Development Commission, Muskegon, MI.** Project Manager for early detection-rapid response surveys and treatment of invasive species in coastal wetlands around Muskegon and Bear Lakes. GEI surveyed approximately 12 miles of shoreline and coastal wetland along Muskegon Lake and 5 miles of shoreline and wetlands along Bear Lake to map populations of invasive species, primarily common reed (*Phragmites australis*). The survey areas included private and public properties. After survey, GEI teams completed herbicide treatments to approximately 40 acres of common reed, achieving a 95% reduction after three years of treatment.

**Wayne County Refuge Gateway - Detroit River International Wildlife Refuge, U.S. Fish and Wildlife Service, Trenton, MI.** Lead Restoration Ecologist responsible for completing the design drawings, engineering, bid package development, and construction oversight for a coastal wetland and shoreline restoration project on the Wayne County Refuge Gateway and Humbug Marsh Unit sites. Overall goals of the project included the restoration of coastal wetland habitat and the creation of a first-class coastal wetlands educational experience for the region's six million residents to develop the next generation of conservation stewards. The three objectives of the project included restoration of eight acres of shallow emergent marsh, seven acres of submergent marsh, and 27 acres of forested and prairie upland buffer. Brownfield property characteristics, high densities of invasive species, and a volatile Detroit River created challenges to restoration plan development. Regulatory agency coordination and preparation of a National Environmental Policy Act Environmental Assessment were integral components of the project.

**Beadle Lake Shoreline Restoration, Calhoun County Road Commission, Emmett Charter Township, MI.** Project Manager oversaw design, permitting, and construction. Designed, permitted, and constructed approximately 500 linear feet of bioengineered shoreline stabilization along Beadle Lake. The design specified natural and synthetic materials and variety of native plants. The specific design technique incorporated soil encapsulated lifts to create a stable, ecologically beneficial, and aesthetically pleasing natural shoreline. Techniques used native plants and bioengineered materials to stabilize the eroded shoreline.

**Michigan Statewide Low Impact Development Guidance Manual, Southeast Michigan Council of Governments, Michigan.** Native plant specialist for co-writing Michigan's first Low Impact Development (LID) guidance and design manual. Worked with the Southeast Michigan Council of Governments (SEMCOG), co-

**Chapman Lakes Watershed, Kosciusko County, IN.** Project Coordinator for 2,000 feet stream reconstruction. Initially hired to complete an Indiana Department of Natural Resources Lake and River Enhancement (LARE) program diagnostic study of the watershed, the company followed up with grants for two feasibility studies that included multiple implementation projects for improving water quality. Followed up the feasibility studies with design and implementation of four projects, including the dredging of six distinct areas within the lake. Completed construction plans, obtained landowner and regulatory agency approval, and secured funding through the LARE program, and then acted as project administrator or as a design-build contractor to complete water quality improvement projects in Crooked Creek, Arrowhead Drain, and Highland Park subwatersheds. Stabilized more than 3,000 feet of stream channels with these projects. Duties include design, CAD renderings, permitting, and construction of bioengineered treatments along the stream.

**Grand River Stabilization, Alticor World Headquarters, Ada, MI.** Project Manager responsible for design, permitting, and construction. Provided design, permitting, and construction services for more than 2,000 linear feet of riverbank stabilization measures along the Grand River. Initially surveyed the riverbank in 2004 and incorporated techniques consistent with the owner's environmental sustainability and soft engineering goals. The riverbank consisted of 6-foot to 14-foot-high vertical, eroded faces that jeopardized the structural integrity of several areas of the owner's facility. Following conceptual and final design, prepared and submitted all necessary state and local permit applications and received approval. The company was then retained to complete construction of the project.

**Highland State Recreation Area and Algonac State Park Woody Species Removal, Michigan Department of Natural Resources, Michigan.** Project Manager and main point of contact responsible for managing field crews. GEI provided invasive woody species removal for restoration of savanna and woodland communities at Highland State Recreation Area and Algonac State Park. Performed cutting, piling, and cut-stump herbicide treatments, as well as selective foliar treatments to reduce presence of invasive trees and shrubs.

**Juday Creek Urban Stormwater Management, Indiana.** Served as Project Assistant and aided in project management, design, and construction oversight of restoration plan that included wetland creation and stream re-meandering. Designed and implemented a stream restoration project in this legal drain as a condition of a permit for construction within the floodway. Supervised construction of in-stream improvements and installation of sediment traps, gravel spawning beds, log deflectors, and stream boulders. Developed a series of natural solutions to filter stormwater and improve the quality of water entering the stream.

**Kalamazoo Nature Center Habitat Restoration Services, Kalamazoo, MI.** Served as Unit Manager and prepared grant application for this project. Worked with the Kalamazoo Nature Center to obtain funding for restoration of several vegetation communities managed by the Nature Center. The project's intent was to enhance and protect habitat for 21 known state-listed plant and animal species, including the federal candidate Eastern Massasauga rattlesnake (*Sistrurus catenatus catenatus*). The U.S. Fish and Wildlife Service Private Stewardship Grant Program awarded funds to the Nature Center to implement habitat restoration activities. The company's portion of the restoration work included tree thinning, removal of invasive woody species from a prairie fen and adjacent woodland community, and native seeding.

**Kalamazoo River Restoration, Plainwell, Michigan.** Project Manager for implementing the upland and stream habitat restoration plans for this remediation project. Tasks included finish grading, stabilization, and seeding the disturbed areas and riverbank stabilization. Contracted to implement the upland and stream habitat restoration plans for this remediation project. Installed erosion control measures and native plant seed, trees, and shrubs to restore the banks of the Kalamazoo River to a natural state after contaminated sediments were removed.

**Macatawa River Restoration, Ottawa County Parks and Recreation Commissioner, Ottawa County, MI.** Project Manager aided in project management, design, and construction oversight of restoration plan that included wetland creation and stream re-meandering. Developed a conceptual plan for revitalization and restoration of approximately 500 acres along the Macatawa River. Managed final design and preparation of wetland restoration drawings, permit applications, and planting plans on a 188-acre county park along the river. Provided construction inspections and installed approximately 50 acres of native seed throughout the wetland complex. Phase II of the project consisted of developing plans and specifications for excavation and re-

**Sterling State Park, Michigan Department of Natural Resources (MDNR), Monroe, MI.** Contracted to perform selective herbicide treatments for common reed and purple loosestrife among high-quality native lakeplain prairie species on more than 70 acres of wetland and lagoons throughout the 250-acre park. Project Manager for various projects to perform selective herbicide treatments on populations of Common Reed and Purple Loosestrife throughout the Park. Oversaw use of GPS technology to locate the populations identified for control by the MDNR.

**Turf-to-Prairie Conversions, First National Bank, Indiana.** Served as Principal and developed restoration plan and managed implementation of multiple turf-to-prairie conversions. Contracted for prairie establishment in several turf-to-prairie conversions. Projects have totaled more than 10 acres of seeding, planting, invasive species control, and controlled burning.

**Wetland Restoration, Ancilla College, Plymouth, IN.** Project Manager for the restoration of a 12-acre wetland adjacent to Gilbert Lake. Restoration included design, invasive species control, planting, and construction of a meandering stream channel throughout the restored wetland.

**Yankee Springs Recreation Area, Middleville, MI.** Project Manager. Completed selective shrub and tree removal on approximately five acres of shrub and fen complex. Using hand tools and selective herbicide equipment, effectively created openings to expand habitat for the federally endangered Mitchell's satyr butterfly.

#### SELECT PRESENTATIONS

"Muskegon Lake—Restoration of a Great Lakes Lacustrine Estuary." National Coastal Restoration Summit. New Orleans, LA. December 2016.

"Great Lakes Sustainable Shoreline Design." Hudson River National Estuarine Research Reserve Webinar. October 2016.

"Bioengineering Field Workshop." Vermont Department of Environmental Conservation. Burlington, VT. September 2015.

"Living Shorelines and Ice." Living Shorelines Academy, University of Connecticut. Groton, CT. June 2015.

"Wetland and Stream Restoration Techniques Following Emergency Response Actions to the Line 6B Oil Leak in Marshall, Michigan." Society for Ecological Restoration World Conference. Madison, Wisconsin. October 2013.

"Bioengineering Theory and Techniques." American Ecological Engineering Society Annual Meeting. East Lansing, MI. July 2013.

"Encapsulated Soil Lift Field Workshop." Michigan State University Extension. Gull Lake, Michigan. July 2011.

"The Turn-Key Model for Ecological Restoration." Oregon State University Horticulture Department. Corvallis, OR. October 2010.

"Natural Area Management," "Butterfly Garden Design," "Rain Garden Design and Installation". 2010 Great Lakes Trade Exposition. Grand Rapids, MI. January 2010.

"Native Plants in the Landscape." Mid-American Trade Show. Chicago, IL. January 2009.

#### PUBLICATIONS

Cool City and CMI Create Cleaner Lake Michigan. Pipeline Magazine. Vol. 16: Q1, 2007.

Grand River Bank Stabilization—Applying Soft Engineering at a Large Scale. Land and Water Magazine. November/December 2007.

Low Impact Development Manual for Michigan. Contributing Author. Southeast Michigan Council of Governments, 2008.

Michigan Natural Shoreline Partnership Contractor Training Manual. Contributing Author. Michigan State University. 2010. Revised 2016.

**Erin M. White**  
GIS Specialist



Erin White is a Geographic Information Systems (GIS) Specialist in the Allendale, Michigan office. She is skilled in generating graphics for wetland delineation, mitigation, habitat restoration, cultural resource, and botanical inventory projects. She prepares field maps, shapefiles, and deliverable map figures. Erin uses ArcGIS tools to aid in data collection, analysis, and management for on-site field teams, Project Managers, and clients.

#### PROJECT EXPERIENCE

##### **Line 6B Multiyear Ecological and Cultural Resources Survey and Assessment, Merjent, Multiple Counties, Michigan and Indiana.**

Served as GIS support. GEI team members were responsible for the completion of several years of ecological and cultural resources consulting services for a 250+ mile linear pipeline rehabilitation and replacement project in Indiana and Michigan. Tasks performed during the cultural surveys of the segment located in Indiana included review of historic records and archives, field reconnaissance, assessment of resource significance, artifact analysis, and agency coordination. Tasks performed during the biological surveys in Indiana and Michigan included identification and delineation of wetland boundaries, general assessment of vegetation community quality, completion of floristic inventories, assessment of habitats for potential protected species presence, completion of aerial and ground surveys for raptor and migratory bird nests, identification of potential bat roost and maternity trees, performance of acoustic monitoring for Indiana bats, monitoring of observed protected species, and documentation of invasive species populations along the corridor. GIS responsibilities included coordinating GIS/GPS support for on-site field crews, generating numerous sets of field maps, processing and managing large amounts of collected data, as well as creating many report figures.

##### **Four Solar Project Sites, Cultivate Power LLC, Illinois.**

GIS support for Phase I Environmental Site Assessments, Cultural Resources Review, and State Historic Preservation Office (SHPO) submittal for four solar project sites. Responsibilities included creation of survey methods and results figures as well as site maps used in the SHPO records request.

##### **Stony Creek Dam Removal and Creek Restoration, West Michigan Shoreline Regional Development Commission, Oceana County, MI.**

GIS support for site evaluations including a depth to refusal study, assessment of woody debris in the channel and nearby reference reach, mapping of existing vegetation, topographic and bathymetric surveys, sediment sampling, hydrologic/hydraulic modeling, and a cultural resources survey. Responsibilities included coordinating mapping and GPS needs for field data collection, managing GPS data, and generating survey results and other report figures.

##### **Wetland Delineation and Threatened and Endangered Species**

#### EDUCATION

Certificate, Geographic Information Systems,  
Grand Valley State University

#### EXPERIENCE IN THE INDUSTRY

16 years

#### EXPERIENCE WITH GEI

10 years

## Laurel Blackwell

Senior Natural Resource Manager

Laurel Blackwell is a Senior Natural Resources Manager at GEI's Plymouth, MI office. As a natural resources professional, she specializes in habitat restoration with an urban interface, implementing management techniques to engage stakeholders with the perpetuity of the design in mind. Her professional interests include educating others on native plant management and the symbiotic relationships between species. Laurel's 26 years of experience includes program development, estimating, collaboration, and field work. Her experience as a project manager includes leading ecological restoration initiatives, design review, overseeing mitigation monitoring, and managing invasive species control.

### PROJECT EXPERIENCE

**Clark and Delaware/Horseshoe Islands Restoration Project, Mark Haynes Construction, Maumee Area of Concern, Lucas County, OH.** Project Manager for the 63-acre ecological restoration on three islands in the Maumee River. Coordinated complex logistics, managed field crews and ecological contractors along with overseeing surveys, targeted plantings and invasive species treatments. Teams planted 200,000 submergent, emergent, and shoreline plugs, 390 1-inch caliper trees, 1,300 bareroot shrubs, 42 acres of seeding, and 4,510 live stakes to reduce erosion, improve water quality and increase sedimentation in the nature-based shoreline restoration. Twenty acres of woody invasive species management and ongoing maintenance of the installations are being monitored to provide adaptive management strategies to create resilient ecosystems within the river islands.

**Parks and Natural Areas Stewardship Services, City of Ann Arbor, Ann Arbor, MI.** Project Manager. Led stewardship services for the City of Ann Arbor's parks and natural areas, managing restoration and maintenance activities across multiple sites. Responsibilities include project planning, coordinating grant-funded resources for understory management, and supervising field crews in winter woody invasive removal, forestry mowing, foliar sprays, and basal bark treatments. Collaborated closely with city staff to enhance ecological health while maintaining safe and accessible public use of urban natural areas. Additionally, reviewed data collection, prepared regular monitoring reports, and used GIS mapping of treatment areas to track progress, inform management decisions, and document outcomes for grant reporting and regulatory purposes.

**Oakland County Parks Invasive Species Management, Oakland County, Oakland County, MI.** Project Manager directing pesticide applicators for Phragmites control initiatives at Oakland County Parks, coordinating with park staff and golf course personnel to implement invasive species management across multiple sites. Oversaw field crews, verified Aquatic Nuisance Control permitting compliance, and reviewed data to guide treatment strategies. Prepared and submitted monitoring



### EDUCATION

B.S., Botany, University of Michigan

### EXPERIENCE IN THE INDUSTRY

27 years

### EXPERIENCE WITH GEI

1 year

### TRAINING AND CERTIFICATIONS

Ecological Restoration Certificate, University of Minnesota

Certified Natural Shoreline Professional (CNSP)

OSHA 10-Hour Construction Safety  
Commercial Pesticide Applicators - Category 2/5/6

American Heart Association CPR/First Aid

### PROFESSIONAL ASSOCIATIONS

Society of Restoration Ecology - Member

**Miller Road Corridor Design, Ford Motor Company, Dearborn, MI.** Botanical technical advisor for the project. Providing solutions for the integration of native plants into what would typically be only parking lots and turfgrass. Drafted maintenance plans for prairie and wetland maintenance. Monitored installation and oversaw subcontractors.

**Turf to Prairie Conversion, Arjay Miller Arboretum, Dearborn, MI.** Project manager and field lead within city limits to establish wet-mesic prairie for wildlife habitat. Project planning, field lead and community outreach.

**Fairlane Green Mitigation Site, Woodhaven, MI.** Project oversight, subcontractor management technical advisor, cost estimating, and community outreach to establish wetland on agricultural land. Work included invasive species management, stream restoration, and implementation of conservation practices to provide wildlife habitat.

**Michigan Central Station Design, Ford Motor Company, Detroit MI.** Design Team Member. Collaborated with external project partners to develop 30% design documents. Design elements included rain gardens, floating islands, and storm water management.

**Romeo Proving Grounds Ongoing Grounds Management, Ford Motor Company, Romeo MI.** Project Management, client manager, technical advisor, field lead and subcontractor oversight. Invasive species management, silviculture treatment, and wildlife management.

**Tall Grass Prairie Installation and Maintenance Data Center, Ford Motor Company, Woodhaven MI.** Project oversight, client management, subcontractor coordination, safety planning review for high security location.

**Campus wide EAB Ash Tree Removal and Replacement, Ford Motor Company Various Locations MI.** Project Management, cost estimation, technical advisor, field surveys, hazard evaluation, safety plan review, subcontractor oversight for multipartner, multiyear project to remove hazardous trees and replace creating diversity and opportunity for wildlife habitat.

**Silviculture Programming Research and Innovation Center, Dearborn, MI.** Field Surveys, technical advisor, and subcontractor oversight with the restoration goal of creating high quality oak openings on historical sight. Edited and delivered detailed field surveys with implementation strategies and annual project goals.

**City of Dearborn Native Landscaping, Dearborn MI.** Project management, technical advisor, field coordination and collaboration to implement native plantings within urban corridors promoting pollinators and wildlife habitat.

**Green Roof Implementation for Stormwater Management, Ford Motor Company, Dearborn MI.** Project evaluation, planning, management, and botanical advisor to reduce the volume of stormwater runoff at various locations utilizing plants to absorb water, provide pollinator habitat and aesthetics.

**Fair Lane: Home of Clara and Henry Ford, Dearborn MI.** Project management of invasive species, scheduling crew to perform invasive species work within allotted time frames. Coordinating with volunteers and providing educational instruction.

**Agricultural Conversion to Prairie, Heros to Hives, Superior Township MI.** Project management, subcontractor management, field coordination and field monitoring for the conversion of agricultural fields into pollinator habitat for veterans' beekeeping program. Provided habitat and pesticide management education for programs and community outreach.

#### SELECT PRESENTATIONS

“Muskegon Lake—Restoration of a Great Lakes Lacustrine Estuary.” National Coastal Restoration Summit. New Orleans, LA. December 2016.

“Great Lakes Sustainable Shoreline Design.” Hudson River National Estuarine Research Reserve Webinar. October 2016.



## PROJECT

# Hemlock Woolly Adelgid Survey

Location: Mason, Oceana, and Muskegon Counties, Michigan  
Client: West Michigan Shoreline Regional Development Commission

GEI Consultants has surveyed 2,000 acres of Lake Michigan shoreline for the presence of hemlock woolly adelgid on parcels predetermined by geospatial data to be most susceptible to this exotic pest.

In 2018, GEI was given a list of parcels requiring surveys for invasive exotic hemlock woolly adelgid (HWA). As part of the project scope, GEI needed to obtain landowner permission to access over 1,400 parcels before commencing any field work.

This was accomplished by creating an online survey which linked answers to a database. The URL link was then added to an informational postcard and mailed to each landowner. Throughout the process, permission data was constantly updated in both the database and GIS data used by field staff.

Once permission was granted for a particular parcel, surveyors systematically walked the property and inspected any hemlock trees (*Tsuga canadensis*) for the presence of the woolly adelgid. Data such as hemlock density, adelgid presence, and land use was collected using handheld GPS units capable of sub-meter accuracy. Field staff used the Midwest Invasive Species Information Network (MISIN) collection protocol which defines the species, area, and density of each population.

GEI constantly worked with both West Michigan Shoreline Regional Development Commission and the Ottawa Conservation District to ensure data quality, give and receive input, and provide survey status updates.

### *Service Dates*

Start: April 2018

Completed: 2019

### *Fees*

- GEI Fee: \$96,162

### *Key Elements*

- Invasive species survey and mapping
- Data collection and management
- Landowner interactions
- Public education
- Project partner collaboration





## PROJECT

# Hemlock Woolly Adelgid Treatment

Location: Saugatuck, Michigan

Client: Allegan Conservation District

### Service Dates

Start: September 18, 2023

Completion: October 4, 2023

### Fees

- Final Fee: \$57,423

### Key Elements

- HWA injection treatments
- HWA basal bark application treatments
- Data collection
- Difficult and steep terrain



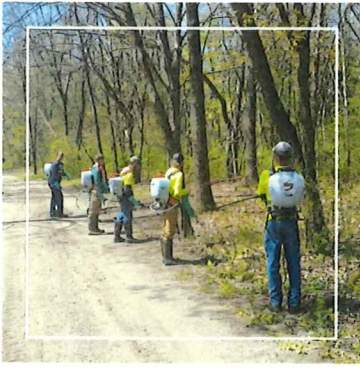
GEI treated 4,104 hemlock (*Tsuga canadensis*) trees for hemlock woolly adelgid (HWA) (*Adelges tsugae*) using injection and basal bark applications throughout the 154-acre parcel of Mount Baldhead Park.

Eastern hemlock trees are an integral component of Michigan's forests and landscapes. With an estimated 170 million hemlocks statewide, these trees provide critical ecological functions - they stabilize streambanks and dunes, offer essential winter shelter and nesting habitat for wildlife, and contribute to overall aesthetic and environmental health. However, this invasive sap-sucking insect from Asia poses a serious threat. The adelgid feeds on the tree's stored nutrients by puncturing the vascular tissue of needles and shoots. Over time, this chronic feeding weakens the tree resulting in needle loss, dieback, and eventually death, often within 4 to 10 years. The decline of these keystone trees can lead to cascading negative impacts on forest structure, water quality, and wildlife habitat.

Targeted chemical treatments, including injection and basal bark applications, are performed to manage HWA infestations. Injection treatments directly deliver a systemic insecticide into the tree's vascular system, providing long-term protection (several years). In basal bark applications, the insecticide is applied directly to the lower trunk, covering the bark from the root flare to approximately 4 to 5 feet above ground level. This approach allows the chemical to be absorbed through the bark and transported upward into the canopy where the adelgid feeds. Both methods require adherence to precise application rates and safety measures to reduce non-target impacts.

Based on hemlock surveys conducted by the Allegan Conservation District, GEI undertook an extensive treatment effort at Mount Baldhead Park—a 154-acre park composed of barrier dunes between Lake Michigan and the Kalamazoo River and located within the Critical Dune Area to protect the hemlock population from HWA. In total, GEI treated 4,104 hemlock trees during this project. Trees with a diameter at breast height (DBH) of 5 inches or more - totaling 2,965 individuals - received trunk injections of systemic insecticide imidacloprid. GEI applied a basal bark spray formulated with imidacloprid for smaller hemlocks (under 5 inches DBH), totaling 1,139 trees. These treatments helped safeguard a critical stand of hemlock trees in Mount Baldhead Park, ensuring that both large, mature trees and smaller, younger trees received protection against HWA. The HWA treatments at Mount Baldhead were accompanied by comprehensive data collection, organization, and mapping efforts for thorough documentation and effective monitoring and management.





## PROJECT

# Pretty Lake Vacation Camp and Preserve Ecological Services

Location: Mattawan, Michigan  
Client: J.A. Woollam Foundation

### Service Dates

Start: 2015

Completion: 2020



GEI Consultants provided ecological restoration services for J.A. Woollam Foundation properties at the Pretty Lake Nature Preserve and Vacation Camp. These services included botanical inventory surveys, invasive species surveys, restoration plan development and execution, invasive species control, and conservation easement monitoring.

GEI assessed, planned, restored, and monitored 340 acres. Initial efforts began at the 220-acre Pretty Lake Vacation Camp in 2015 and included a botanical inventory, invasive species assessment, and invasive species treatments. Similar services were provided to the 120-acre Pretty Lake Preserve starting in 2016.

As part of the assessment of the camp, GEI staff completed a botanical inventory and invasive species survey on site. Biologists meandered the camp, documented all plant species encountered, and mapped invasive species populations following the MISIN protocol. Data was collected using handheld Trimble GPS units and the MISIN smartphone app. Using the information gathered from this assessment, GEI developed a comprehensive plan to restore the area.

### Key Elements

- Property management & planning
- Habitat management
- Invasive species mapping & control
- Botanical survey
- Conservation easement monitoring



Following the assessment and restoration plan development, it was determined a significant component of the plan for the site would involve invasive species treatment and removal. Restoration efforts were arranged to begin in the higher quality areas of the camp and move toward areas with denser invasive species populations. The most prolific plants across both sites included garlic mustard (*Alliaria petiolata*), glossy buckthorn (*Frangula alnus*), autumn olive (*Elaeagnus umbellata*), honeysuckle (*Lonicera spp.*), and multiflora rose (*Rosa multiflora*). Several methods were utilized to treat/remove these species including foliar herbicide applications for herbaceous species, woody species saplings and seedlings. Larger woody species were cut using chainsaws or brush cutters, and herbicide was applied to their stumps. Drill and fill techniques were used to treat tree of heaven (*Ailanthus altissima*), and hand-pulling of garlic mustard was occasionally used in high quality areas.

Each year GEI staff monitored the camp and preserve following invasive species treatments. The progress and effectiveness of these treatments were evaluated and adjustments were made to the restoration plan accordingly. Annual evaluation involved conservation easement monitoring. The purpose of this monitoring was to visually assess each easement and make note of potential violations. Using a utility vehicle and the ArcGIS Collector App, a GEI biologist visited and photographed predetermined points of interest (POI) that were established based on heavy use, building and activity locations, and potential for wildlife. If any notable changes or violations were identified, a new POI would be created for future monitoring.





## PROJECT

# Lower Grand River Assessment and Phragmites Control

Location: Ottawa County, Michigan

Client: Ottawa County Parks and Recreation Commission/Ottawa Conservation District

### *Service Dates*

Start: 2013

Completion: Ongoing

### *Fees*

- GEI Fee: \$180,000+

### *Key Elements*

- Property management & planning
- Habitat management
- Invasive species mapping & control
- Botanical assessments

GEI Consultants has provided habitat assessment, invasive species surveys, landowner coordination, and invasive species treatments for Phragmites and flowering rush populations throughout the lower Grand River and its adjacent wetlands and bayous.

GEI worked with the Ottawa Conservation District, Ottawa County Parks and Recreation Commission, and a variety of local stakeholders to plan and implement this landscape scale restoration project. GEI began by assessing approximately 3,000 acres of wetlands and river corridor in the lower Grand River throughout Ottawa County for invasive species, specifically Phragmites and flowering rush. Assessments were completed using ground surveys, boat surveys, and unmanned aircraft systems (UAS).

Following assessments, GEI coordinated with project stakeholders and landowners to obtain permission to treat identified invasive species populations. When approval was obtained, GEI treated invasive species with aquatic approved herbicides using amphibious vehicles, boats, and backpack sprayers.

From 2013 to present, GEI staff have repeated surveys and treatments to dramatically reduce invasive species populations and reach near eradication in some portions of the river.



**Duncan Park Commission**  
April 14, 2026 Special Meeting; 6:00pm  
Woodbine Room, Central Park Place, Grand Haven, MI

**CALL TO ORDER:**

COMMISSIONERS: Joe Middleton, Mike Poort, Georgette Sass, John Williams

CITY LIAISON:

**APPROVAL OF AGENDA:** Motion by Poort to approve agenda, second Williams; approved 4-0

**PUBLIC COMMENT:** *Members of the audience may address the Commission on any item, whether on the agenda or not. Those addressing the Commission are asked to provide their name and address and will be limited to three minutes of speaking time. The Commission will hear all comments for future consideration but may not have a response at this time.*

**AGENDA**

**SPECIAL MEETING BUSINESS:**

- A. **Discussion** – The Duncan Park Commission (DPC) reviewed proposals submitted in response to the *Duncan Park Hemlock Survey and Treatment Request for Proposals* (bids opened on April 8). Four bids were received and evaluated. The proposal from GEI was identified as the most satisfactory based on its comprehensive inclusion of all requested project costs, competitive pricing per DBH inch for treatments, and demonstrated experience and expertise in surveying and treating Hemlock Woolly Adelgid in West Michigan.

**Motion** by Poort, seconded by Middleton, to accept the GEI contract for the Duncan Park Hemlock Survey and Treatment in an amount not to exceed \$114,000. Motion approved 4–0.

ADJOURNMENT: 6:22PM

NEXT MEETING: April 21, 2026 at 6:00pm

Draft minutes respectfully submitted,



Georgette Sass

Sent to City Clerk on April 16, 2026

**City of Grand Haven  
Department of Public Works  
616-847-3493**



**MEMORANDUM**

TO: Ashley Latsch – City Manager

CC: Emily Greene – Finance Director  
Logan Cuddington – Street and Utilities Manager  
Dana Kollewehr – Assistant City Manager  
Jessica Kossuth – Administrative Assistant

FROM: Michael England – Director of Public Works

DATE: April 17, 2026

SUBJECT: Unidentified Water Service Line Potholing Contract

---

Currently, the City of Grand Haven has 1,261 water services that have not been verified for lead or galvanized pipe materials. To be better informed of how many more services need to be replaced, the City's Department of Public Works recommends verifying the remaining services. This will provide staff with a better understanding of what needs to be replaced and allow the City to adequately budget for the Fiscal year 26/27 lead services replacement project.

With the help of the City Engineer, we received bids from two companies. GFL (Green for Life), formerly Plummer's Environmental, will honor their pricing from the previous contract in 2023 to verify the remaining services on our list. We are recommending Council approve a not to exceed amount of \$559,250 for GFL to verify services .

- - - -  
In recent meetings with **EGLE** (Michigan Department of Environment, Great Lakes, and Energy), it was brought to our attention that unverified services will not be eligible for funds for verification should we be awarded Drinking Water State Revolving Funds (DWSRF). Given our application to this program, we need to verify services for lead to be ready for upcoming funding opportunities.

April 17, 2026

Michael England – Public Works Director  
 City of Grand Haven  
 1120 Jackson Street  
 Grand Haven, MI 49417

Re: Recommendation for Contract Award  
 Grand Haven Water Service Line Investigation Project

Dear Mr. England,

Bids were received on January 12, 2026, for the Grand Haven 2026 Water Service Line Investigation Project. The scope of this project is investigating water service line materials throughout the city as shown in **Table 1** below.

The city has been collecting funds for lead service line replacement through water customer’s utility bills. These funds can be used towards investigation and replacement efforts. In order to comply with the federal lead service line replacement of 2037, funds must be utilized to identify lead service line locations before placing them on a replacement schedule. By investigating the number of services in **Table 1** below, the city will have completed all necessary investigation work and can focus primarily on replacements. Work will take place from May 1 to August 15, 2026.

**Table 1. Project Scope**

Remaining Investigations Needed	Count
Water Service Investigation at the curb stop	1,061
Water Service Investigation at the corporation stop	200
<b>Total</b>	<b>1,261</b>

**Bid Results**

Two (2) bids were received for the project and are summarized in **Table 2** below:

**Table 2. Bid Results**

Company	Company Location	Base Bid
Green for Life (GFL) (formerly Plummer’s Environmental Inc.)	Byron Center, MI	\$559,250
Waste Recovery Systems	Wyoming, MI	\$581,200
<b>Engineer’s Estimate</b>	-	<b>\$633,000</b>

**Recommendation**

**It is our recommendation that the city award the bid to GFL in the amount of \$559,250.00.** The city has completed numerous investigation projects with GFL (formerly Plummer's Environmental) and is confident they can complete the work.

If you have any questions or comments, please feel free to contact me.

Sincerely,

ABONMARCHE



Leah Bectel, PE  
Project Manager  
[lbectel@abonmarche.com](mailto:lbectel@abonmarche.com)  
(616) 719-6085

Attachments: Bid Tabulation



### Unit Price Bid Tabulation

<b>Project:</b> Grand Haven Water Service Line Material Investigation Project	<b>Project No.:</b> N/a	<b>Legend:</b> Low Bidder Correction
<b>Owner:</b> City of Grand Haven	<b>Client Project No.:</b> N/a	
<b>Location:</b> Grand Haven, MI	<b>Date and Time:</b> 12-Jan-26	

### Base Bid

Item	Unit	Estimated Quantity	Engineer's Estimate		Green for Life (GFL)		Waste Recovery Systems	
			Unit Price	Total	Unit Price	Total	Unit Price	Total
1 Water Service Investigation, Curb Stop	Ea	918	\$ 400.00	\$ 367,200.00	\$ 387.00	\$ 355,266.00	\$ 300.00	\$ 275,400.00
2 Water Service Investigation, Corporation Stop	Ea	200	\$ 900.00	\$ 180,000.00	\$ 528.00	\$ 105,600.00	\$ 1,100.00	\$ 220,000.00
3 Water Service Investigation, Curb Stop (Hand Dig)	Ea	143	\$ 600.00	\$ 85,800.00	\$ 688.00	\$ 98,384.00	\$ 600.00	\$ 85,800.00
<b>Total: Base Bid</b>			<b>\$ 633,000.00</b>		<b>\$ 559,250.00</b>		<b>\$ 581,200.00</b>	
<b>Bid Statistics</b>			% of Estimate	100.00%	% of Estimate	88.35%	% of Estimate	91.82%
			% of Low Bid	113.19%	% of Low Bid	100.00%	% of Low Bid	103.92%



**Grand Haven Airport Board Meeting Minutes,  
January 27th, 2026**

Chairperson Ben Ennenga called the meeting to order at 5:30 pm

Roll Call: Richard Clapp, (board secretary)

**Members present:** Dennis Swartout, Dale Hagenbuch, Richard Clapp, Ben Ennenga, Tricia Harrell

**Others Present:** Earle Bares- Airport Manager, Tom Mandersheid- Airport Liaison

**Guests:** Mayor Bob Monetza, Jennifer Bares, Robert Shelley (BLP), Mike Dora (city council member), Rex Slingerland, Jim Hagen, Roland Ashby

**Summary:**

This document provides a comprehensive summary of the recent Grand Haven Airport Board meeting. The meeting covered a range of operational, technical, and administrative topics, including weather advisory systems, maintenance updates, financial reviews, and community engagement.

**Approval of Meeting Minutes, November 25, 2025**

Tricia Harrell: Did we decide to remove the circle to land approach limitation.

Earle Bares: Prudent to pursue this. In process.

Amend 11/25/25 minutes to reflect change to remove the word “must” regarding tree removal as related to the circle to land minimums. This is an amendment to the Airport Managers report section.

**Motion by Dennis Swartout to accept the minutes as presented. Support by Richard Clapp.**

**Motion carried unanimously.**

**First Call to the Audience:**

**Jennifer Bares regarding planning for airport open house/ dawn patrol.**

## **Request to allow fiberoptic line to be run on airport property.**

Message Shape to request their review to keep fiberoptic line on their property.

**Motion by Clapp to table discussion pending review by shape. 4/5 approved, Ennenga dissents.**

## **Old Business: Community Solar Project Overview, Rob Shelley (BLP)**

### **Proposed Location & Rationale**

- The preferred site is a city/airport-owned parcel just south of Comstock and 168th, chosen for its suitability and existing infrastructure (double circuit pole line for easy grid connection).
- The site is inside city limits, which avoids extra township taxes and leverages city-owned land for future expansion (e.g., battery storage, training).

### **Project Details**

- The solar array would be about 500 kW, with 12–15 rows of south-facing panels, spaced 15–17 feet apart for maintenance.
- The project is intentionally small, with room for future expansion if needed.

### **Regulatory & Safety Considerations**

- All FAA regulations must be met; no construction can proceed without FAA approval.
- The site is in the runway approach path, so compliance with airspace and safety standards is critical.
- Board members emphasized the need for FAA and state approval as a first step before further planning.

### **Project Process & Next Steps**

- BLP is seeking feedback from three stakeholders: its own board, City Council, and the Airport Board.
- If supported, the next steps include issuing an RFP for design/costing, seeking grants, and working out land lease/sale details.

- The goal is to pre-sell about 50% of the panels before signing contracts, with construction targeted to begin before July 4, 2026.

### **Board Discussion Points**

- The board raised concerns about selling airport land, preferring leasing to preserve airport property.
- Safety, airspace, and long-term airport needs were emphasized as priorities.
- The board recommended moving FAA approval to the top of the project checklist.
- In exchange for the easement, BLP proposes clearing approximately 10 wooded acres of airport property to install solar panels, which would allow for future expansion up to 1 MW in capacity, though the immediate investment is .3 MW. All necessary paperwork will be coordinated with City Council and stakeholders.
- A preliminary schedule includes seeking City Council approval next week, issuing RFPs for land clearing and project development in the spring, and completing FAA permitting as part of the developer's design submission. Construction is planned for 2027. Only once sufficient leases are sold will land clearing and panel installation proceed, with the developer required to obtain all necessary FAA approvals based on their specific site design.
- Concerns center on whether using airport property for solar panels fits FAA safety requirements and city development plans, especially regarding approach zone clearances and potential runway expansion. Some board members stress the importance of adhering to federal guidelines, securing fair compensation, and maintaining flexibility for future airport growth. There are mixed opinions on moving forward, with suggestions to let city officials and relevant agencies make the final decisions based on full input and regulatory review. Existing contracts for similar city-owned properties are cited as references for compensation, and survey results indicate only a minority of residents would buy into a proposed solar program without broader support.

The board discussed FAA regulations and the complexities of managing airport property, including compensation for land used in projects. Concerns were raised about contract details, particularly regarding payment, easements, and project timelines. The group agreed to table the discussion until members could review the contract and gather more information. A special meeting was scheduled for February 5th at 5:30 PM at the airport to continue discussions and address outstanding questions related to the solar facility easement, project duration, future investments, and city interests.

## **Airport Managers Report**

- Airport activity has been steady, with fuel sales above average despite lower overall operations. Weather may have reduced flight activity but did not affect fuel demand.
- Tree trimming and removal projects are ongoing to ensure compliance with state and FAA standards. Costs and contracts for North, South, East, and West approaches were outlined, and work is scheduled or underway.
- The weather station works reliably, although there have been occasional conflicts with runway lights during activation. This issue is being addressed.
- Hangar doors have been problematic recently due to freezing; adjustments and repairs continue. There are new shutoff valves installed for water systems in maintenance areas.
- Runway rehabilitation and construction of new hangars are planned for spring. A grant from the state covers recent crack sealing and pavement marking with no cost to the airport.
- Fuel sales reached their second-highest total in ten years, attributed to active new tenants and increased skydive activity.
- Maintenance issues persist with lighting (multiple edge lights out) and older heaters in aircraft maintenance buildings, which are scheduled for replacement.
- All hangars are rented, with a waiting list growing. Some interested parties require larger hangars than currently available.
- Land lease rates have increased to \$0.40/sq ft/year, with comparable Michigan averages at \$0.46. Lease agreements and possible hanger locations are under review, including changes to the airport layout plan if needed.
- Most aircraft fit into 42-foot wide hangars, though there's rising interest in larger spaces for bigger planes.

## **Airport Liaison Report**

- Accounts receivable overdue by over 90 days at \$727.65; the cash balance stands at \$451,722.82.
- A contract amendment was received regarding crack sealing and paint markings, but work hasn't started yet. The contract number appears incorrect, relating instead to gas dispensers, which have been paid and closed out.
- A new contract for crack sealing and marking, valued at approximately \$54,000, arrived unexpectedly. We are awaiting confirmation on its validity.

- Tom Mandersheid will be unavailable from February 10th due to knee replacement surgery, likely until the end of March.
- Capital budget draft is completed and sent for City Council review. Budget includes funds for replacing runway lights.
- Regarding tie-down fees: our fee schedule lists \$25 per day, but the budget reflects \$0. There is a need for clarification on whether to charge fees or rely on fuel sales for revenue, as fuel purchases currently provide more benefit than charging tie-down fees directly.
- Board discussion is required to decide on tie-down fee policy upon meeting February 5th.

### **Second Call to the Audience**

Roland Ashby, 15003 River Bluff Place, Grand Haven, praised the board's efforts to creatively use unused airport property. He suggested creating a safe landing area near runway 27, possibly a 50-foot-wide lane in the overrun leading to the solar field, to add safety in case of engine failure on takeoff. This could enhance safety and might even receive FAA approval.

### **Adjournment**

There being no further business, the meeting was adjourned at 7:56 pm.

Respectfully submitted,

Richard Clapp

Airport Board secretary

## Grand Haven Airport Board Meeting Minutes,

February 5th, 2026

Chairperson Ben Ennenga called the meeting to order at 5:30 pm

Roll Call: Richard Clapp, (board secretary)

**Members present:** Dennis Swartout, Dale Hagenbuch, Richard Clapp, Ben Ennenga, Tricia Harrell

**Others Present:** Earle Bares- Airport Manager, Tom Mandersheid- Airport Liaison

**Guests:** Mayor Bob Monetza, Jennifer Bares, Rex Slingerland, Jim Hagen, Roland Ashby, Derek Gajdos (City of Grand Haven rep.) , Robert Eyestone (Shape Corp.), Cotton

### Summary:

The meeting focused on balancing operational improvements (fiber-optic upgrades), community engagement (solar project), and practical fee policies. The board demonstrated a commitment to safety, regulatory compliance, and fostering airport growth, while remaining responsive to public input.

### Key Topics & Decisions

#### ***1. Approval of Agenda & Audience Comments***

- The meeting began with roll call and approval of the agenda.
- Audience members raised concerns and suggestions about airport operations, including safety and fee structures. Notably, comments addressed the impact of tie-down fees on attracting pilots and compared practices at neighboring airports.

#### ***2. Shape Corp. Fiber-Optic Cable Proposal***

- The board discussed and recommended approval for Shape Corp. to install new fiber-optic cable on airport property, with the condition that the junction be placed as close to the property line as possible and fused for future flexibility. The motion passed unanimously.

**Vote:** Recommendation to Grand Haven City Council to approve Shape Corps. new fiberoptic cable be installed on airport property with the caveat that the junction where they do the splice be as close to the property line as possible and be fused. **The board approved unanimously to forward this recommendation to city council.**

### **3. Community Solar Project**

- The board reviewed the contract for a proposed solar array on airport property. Concerns were raised about FAA regulations, safety (especially regarding the clear zone for runway approaches), and the need for contract revisions to protect airport interests.

**Vote:** Recommendation to Grand Haven City Council to approve the Grand Haven BLP solar easement agreement contract. **The board voted not to recommend approval of the solar easement agreement as written, citing unresolved issues and the need for further FAA review and contract adjustments.**

### **4. Fee Schedule**

- The board discussed the airport's fee structure, particularly tie-down fees for aircraft. After considering community input and operational realities, the board decided to eliminate daily and weekly tie-down fees, establishing a **monthly tie-down fee of \$100** for aircraft parked longer than one month. This aims to encourage airport usage while providing a clear policy for longer-term storage. **Board approved unanimously.**

### **5. Second Call to the Audience**

Jim Hagan (400 Lake) addressed the board, referencing a previous meeting's suggestion from a pilot about splitting the proposed solar array to enhance safety for takeoffs. Jim Hagan supported this idea, noting it would provide additional safety for pilots and allow solar panels to be placed in other corners of the airport property, outside the Runway Protection Zone (RPZ). Jim Hagan also researched other airports with solar arrays in the RPZ, specifically mentioning Dane County Airport (MSN), which has a large solar installation generating 10 megawatts. Jim Hagan pointed out that this example shows such projects can be done safely in certain locations and suggested the board consider this precedent in their deliberations.

Roland Ashby, 15003 River Bluff Place, shared research on tie-down and overnight fees at nearby airports. The speaker called Grand Rapids, Muskegon, and Kalamazoo airports, finding that all three charge a \$10 overnight fee due to TSA security requirements and extra services, but none charge landing or ramp fees. Holland airport charges \$9 overnight, mainly serving business jets. The speaker expressed concern that if Grand Haven charges \$10–\$25 for light aircraft, pilots may choose other airports with lower fees and better amenities. The speaker recommended against implementing such

fees for small general aviation aircraft, suggesting that higher fees might be appropriate only for business jets, which require more airport staff effort.

**6. *Adjournment***

There being no further business, the meeting was adjourned at 6:27pm.

Respectfully submitted,

Richard Clapp

Airport Board secretary

**Grand Haven Airport Board Meeting Minutes,  
February 24th, 2026**

Chairperson Pro-Tem Dennis Swartout called the meeting to order at 5:30 pm

Roll Call: Richard Clapp, (board secretary)

**Members present:** Dennis Swartout, Dale Hagenbuch, Richard Clapp, Tricia Harrell

**Others Present:** Earle Bares- Airport Manager

**Guests:** Mayor Bob Monetza, Jennifer Bares, Mike Dora (city council member), Rex Slingerland

**Approval of the regular agenda**

Motion to approve- Clapp, Seconded Harrell

**Approved unanimously**

**Approval of 1/27/26 & 2/05/26 Minutes**

Motion to approve minutes from January 27th and February 5th meetings

Motion to approve- Clapp, Seconded Harrell

**Approved Unanimously**

**First call to the audience: (None)**

**New Business:**

**Recommendation for to city council to approve the MDOT 20260298 grant of \$53,491 for crack sealing and remarking of pavements.** This amount will be fully funded by the state of Michigan.

To provide context, last year we applied for and received a state grant. As required by city policy, we solicited bids for both crack sealing and pavement painting. Initially, no bids

were received for crack sealing, and only one bid was submitted for the painting. We continued outreach to vendors, and additional bids for crack sealing were eventually obtained; however, these were submitted too late for inclusion in this year's process. Consequently, our grant request was updated with the current figure of \$53,491.

Approximately a month ago, we were notified that the state of Michigan had approved and granted the full amount of \$53,491. Six months after our initial vendor contact, we requested an updated quote from vendors, who confirmed the same pricing.

Both contractors are prepared to proceed with the work in the spring, making timely action on this matter essential to comply with state grant deadlines.

Motion to approve- Clapp, Seconded Harrell

**Approved Unanimously**

### **Election of officers**

This process is taking place because a member has resigned from the airport board, which was unexpected for many of us.

On behalf of everyone, I would like to express sincere appreciation to Ben Ennenga for the time, effort, and years he dedicated to this airport. Many worked closely with him over a long period, and it is clear that he cared deeply for this facility and demonstrated commitment in many ways. We regret his departure and wish him well. The resignation creates an open seat on the board.

If you are aware of qualified individuals who may be interested in filling this vacancy, please encourage them to apply. The mayor will conduct due diligence and make an appointment as promptly as possible.

Tricia Harrell nominated for Board Secretary

Motion to approve- Clapp, Seconded Hagenbuch

**Approved Unanimously**

**Tricia Harrell elected Board Secretary**

Denny Swartout nominated for Vice Chair

Motion to approve- Clapp, Seconded Harrell

**Denny Swartout is elected as Vice Chair**

Clapp nominated for chairman

Motion to approve- Harrell, Seconded Hagenbuch

**Richard Clapp elected Chairman**

**Old business**-None

## **Airport Manager Report**

### **Airport Operations and Activity**

For January, we sold 325 gallons of fuel, which is notably strong for this time of year.

We did experience an issue with the QT card reader being inoperative for one day; given that it was a favorable weather day, it is possible we lost potential fuel sales as a result.

Current fuel prices stand at \$5.45 and \$4.45 per gallon.

We anticipate the possibility of lowering our 100 low lead prices in the near future, as we recently secured a favorable rate on our last fuel delivery.

As previously mentioned last month, fuel prices have fluctuated—with some increasing and others decreasing—so the situation continues to be dynamic.

The current number of aircraft on site remains at 58, unchanged from the previous month. No aircraft were serviced last month, although work is presently underway on several aircraft.

Telephone calls to the airport have decreased. All airport facilities, including the terminal building, are fully operational, with no reported issues. Discussions

regarding furnace replacement have taken place, and all hangars are currently leased. There are ongoing concerns about one of the doors which are under review.

The installation of heaters in the maintenance hangar has been completed, including the extension of ductwork into two offices. The system is currently fully functional and operating efficiently.

Three individuals have been added to the waiting list, while four have been removed. Additional adjustments to the waiting list will be made as new requests are processed.

Runway and airport grounds maintenance is up to date, except for pending repairs or replacements of some runway edge lights. An intermittent issue persists where runway lights may turn off when weather information is accessed; this is being investigated further.

The fuel farm pump and dispenser system are functioning efficiently. We have received recent software updates from QTPod, with one update occurring last Friday evening. The QT Pod reader processes fuel transactions through their centralized system, used by approximately 80% of airports nationwide. As a result, any downtime with the terminal affects our operations and those of other airports.

Routine light maintenance and ground operations continued, with no additional aircraft maintenance performed in the past month. Flight instruction is ongoing, serving both students and conducting flight reviews.

Fuel prices remain stable overall, though Jet A fuel costs are increasing, unlike 100LL which remains steady. Our local pricing at Grand Haven is competitive within a 30-mile radius.

The aircraft inventory stands at 58, as reflected in our current hangar map.

## **Major airport projects**

### **Tree Trimming**

- Tree trimming for the approach area has been delayed due to snow cover, restricting access. Runway 18/36 is under review regarding land removal, which will likely be required as indicated by MDOT Aero. Previous inquiries about this topic have been addressed with the relevant parties, and it appears that removal

will be necessary regardless of further action. I will initiate the process, and hand processing has already begun. The procedure will proceed through the FAA.

- Regarding tree trimming, the North approach has been completed. Work on the South approach is ongoing, and all trees are being trimmed to meet Part 77 surface requirements, including the threshold setting. Compliance with both FAA and state regulations is being maintained across all approaches.
- For the West approach, our focus includes not only the identified trees requiring trimming under Part 77 but also any additional top trees observed during horizon scanning. Tree removal is conducted by acreage rather than individual trees. This work is located at the approach end, specifically in the runway 9 area.
- The Western approach will be monitored to determine if further clearing is necessary. Regardless, we are proceeding with required actions at our own expense to ensure state compliance.
- Actions for the East approach are progressing as planned, with priority given to meeting state compliance surface requirements. There are 38 parcels involved; we are currently awaiting a letter from the city authorizing tree trimming on these parcels. Preparations for surveying and marking the trees are underway.

### **North-South runway rehabilitation**

Scheduled to begin in the spring. Although an official timeline has not been provided, the latest information suggests that work may commence in April.

### **Hangar construction**

Regarding tenant notification, tenants have not yet been informed about the need to vacate their premises due to the planned conversion of the area into hangar storage.

For the C Row hangar, the design phase contract has been approved; however, progress is currently delayed pending resolution of tree-related issues on the East approach. This delay does not impact on the overall project timeline, as actual construction is expected to begin next fiscal year. It is prudent to postpone further actions until the financial aspects of the tree situation are clarified, given that the C Row hangar is funded by a grant.

### **Crack sealing and pavement remarking**

The vendor has agreed to last year's pricing, and has accepted the amount of \$53,491, which will be fully covered by the state. Upon contract execution, a 50% down payment will be provided.

### **Hangar Doors**

- We continue to experience issues with the hangar doors. Some of these problems may stem from the accumulation of snow on the roof and possibly ground heat. Both factors seem to contribute to the situation.
- Upon reviewing our records regarding preventative maintenance on the hangars, I noted the following: our roll hangar is 77 years old, with others aged 74, 70, 69, and the most recent at 25 years old. Over the years, we have performed minimal preventative maintenance, aside from regularly repairing doors—particularly on the two newest hangars, where door repairs are almost a monthly occurrence.
- For the oldest hangar, "A Row," which recently encountered significant issues, eight out of twelve doors were replaced approximately 40 years ago. The remaining four are original flip-up doors. The roof has been painted three times, most recently about three years ago. Beyond these efforts, little additional preventative work has been completed.
- There is an evident need to secure funding for consistent preventative maintenance. For example, a thorough inspection and adjustment of all doors in the roll hangar is required. Regarding the newer hangars (such as Rows G and H), it would be prudent to engage a professional specializing in doors to replace rollers, check tracks, and perform necessary maintenance.
- It would be beneficial to establish a systematic program that addresses ongoing maintenance, including periodic professional inspections to identify priority repairs. Developing both an immediate action plan for urgent repairs and a long-term preventative maintenance schedule is essential.
- Our current practices include annual hangar inspections to review rollers, tracks, and other components, along with maintaining an inventory of replacement parts. However, some parts, particularly certain rollers, are no longer manufactured and require substitutions.
- Maintenance, predominantly, has been conducted internally over the past decade, with the city assisting only occasionally. While we address hangar door repairs on a weekly basis, it is apparent that a more structured approach is needed. This may involve external professionals for tasks such as climbing ladders to perform high-level repairs

### **Future airport-funded projects**

Currently on hold, except for heaters, pending final determination of costs associated with the trees.

### **Safety/Security**

Measures are in place to ensure safety, and there have been no noise complaints.

Regarding deer sightings, none have been observed in the past month; however, the situation remains under review.

Currently, two NOTAMs have been issued for the airport.

### **Airport Liaison Report – None**

#### **Second Call to the Audience**

Rex Slingerland:

I'm in hangar row A. I've told Earl there are often bolts on the floor from general wear, and I might have a can for them. No bird issues this spring after I cleaned, but I still need to install plastic around the hangar with a ladder to keep birds out.

The door and fuel pump both worked well last week. Using ladders is inconvenient with my high-wing since reaching the tank is tough and the shut-off doesn't always seal. I also dislike having fuel on the wing.

I spoke at the downtown meeting and am saddened by Ben's departure. Preserving the airport is vital; when I first flew here, it covered 339 acres, and I mowed 155 acres. Some property sales were valid, others questionable. I've served twice on the airport safety committee, most recently with AOPA to ensure it remains an airport. After over 30 years of flying here, I want it dedicated solely to aviation.

#### **Adjournment**

There being no further business, the meeting was adjourned at 6:01 pm.

Respectfully submitted,

Richard Clapp

Airport Board secretary

GRAND HAVEN BOARD OF LIGHT AND POWER  
MINUTES  
JANUARY 15, 2026

A regular meeting of the Grand Haven Board of Light and Power was held on Thursday, January 15, 2026, at 6:00 PM at 1700 Eaton Drive in Grand Haven, Michigan and electronically via live Zoom Webinar.

The meeting was called to order at 6:02 PM by Chairperson Westbrook.

**Present:** Directors Polyak, Welling, and Westbrook.

**Absent:** Directors Crum and Knoth.

**Others Present:** General Manager Rob Shelley, Secretary to the Board Danielle Martin, Finance Manager Lynn Diffell, Operations and Power Supply Manager Erik Booth, and Distribution and Engineering Manager Austin Gagnon.

**26-01A** Director Welling, supported by Director Polyak, moved to excuse Directors Crum and Knoth from the meeting for personal reasons.

**Roll Call Vote:**

In favor: Directors Polyak, Welling and Westbrook; Opposed: None.  
Motion carried.

**26-01B** Director Welling, supported by Director Polyak, moved to approve the meeting agenda.

**Roll Call Vote:**

In favor: Directors Polyak, Welling and Westbrook; Opposed: None.  
Motion carried.

**Pledge of Allegiance**

**Public Comment Period:**

Jim Hagen, 400 Lake, commented on a Consumers Energy solar project he felt was well designed and encouraged the Board to look to it as an example.

**26-01C** Director Welling, supported by Director Polyak, moved to approve the consent agenda. The consent agenda includes:

- Approve the December 18, 2025 meeting minutes
- Receive and File the December Financial Statements and Power Supply and Retail Sales Dashboards
- Receive and File the December Key Performance Indicator (KPI) Dashboard
- Receive and File the MPPA Energy Services Project Resource Position Report dated 12/23/2025

GRAND HAVEN BOARD OF LIGHT AND POWER  
MINUTES  
JANUARY 15, 2026

- Approve payment of bills in the amount of \$2,371,397.44 from the Operation & Maintenance Fund
- Approve payment of bills in the amount of \$712,996.37 from the Renewal & Replacement Fund

**Roll Call Vote:**

In favor: Directors Polyak, Welling and Westbrook; Opposed: None.  
Motion carried.

**26-01D** Director Welling, supported by Director Polyak, moved to approve the Purchase Orders. The Purchase Orders include:

- Purchase Order #23245-1 to Kent Power in the amount of \$91,071 for a Harbor Drive underground project change order
- Purchase Order #23603 to Western Tel-Com in the amount of \$34,668 for a directional bore at Waverly and Eastern

There were a few difficulties getting the wire through on Harbor Drive and the change order is for the associated additional labor costs. The project is now expected to be wrapped up by the first week of March.

**Roll Call Vote:**

In favor: Directors Polyak, Welling and Westbrook; Opposed: None.  
Motion carried.

**26-01E** Director Welling, supported by Director Polyak, moved to accept the strategic planning proposal from Steve Vandermeer.

Staff interviewed three firms for strategic planning facilitation. All three firms were equally qualified to conduct this work. Staff recommends accepting Steve Vandermeer's proposal because it was the low-cost bid and the Board has familiarity with Steve from the recently conducted governance training. The strategic planning timeline was reviewed and includes a Board strategic planning workshop in April with the final draft to be approved at the Board's June meeting.

**Roll Call Vote:**

In favor: Directors Polyak, Welling and Westbrook; Opposed: None.  
Motion carried.

GRAND HAVEN BOARD OF LIGHT AND POWER  
MINUTES  
JANUARY 15, 2026

**26-01F** Erik Booth provided a presentation to kick off the discussion on community solar. The BLP's customer satisfaction survey results were reviewed along with three other community solar projects in the state. The BLP's concept for community solar is for a project size of 0.3 to 0.5 megawatts with an installation cost of approximately \$1 million. The piece of land identified as a desired location is eight acres.

It is important to note that purpose of a community solar project is to meet the wishes of the community; it would not be a power supply hedge for the BLP. Similarly, the voluntary program is not designed to reduce participants' electric bills, instead it offers an opportunity to participate in a program that generates clean energy.

By consensus, the Board provided the following guidance to staff for moving forward with the community solar project:

- A subscription rate of 33% must be reached before the project moves forward
- The project should start at 0.3 megawatts in size; additional phases may be added if the project is successful
- The subscriptions will have a 20-year term
- Ownership can be transferred if a customer moves within the BLP territory or donated to a non-profit organization if the customer is moving off system

**No formal action taken.**

**Other Business**

- Coffee with the General Manager sessions to gather input for strategic planning will be held January 23<sup>rd</sup> at Sidebar Café and February 27<sup>th</sup> at Kenzie's Be Café, both from 8:00am to 9:30am.
- Community forums to gather input for strategic planning will be held at Central Park Place on February 5<sup>th</sup> from 4:30pm to 6:00pm and February 10<sup>th</sup> from 6:30pm to 8:00pm.
- A joint meeting of the BLP and City Council will be held on May 7<sup>th</sup> at 6:00pm at City Hall.

**Public Comment Period:**

Jim Hagen, 400 Lake, asked the Board to consider including an escalation schedule to the credit rate for customers participating in the community solar project.

GRAND HAVEN BOARD OF LIGHT AND POWER  
MINUTES  
JANUARY 15, 2026

**Adjournment**

At 7:19PM by motion of Director Welling, supported by Director Polyak, the January 15, 2026 Board meeting was unanimously adjourned.

Respectfully submitted,

A handwritten signature in black ink that reads "Danielle Martin". The signature is written in a cursive, flowing style.

Danielle Martin  
Secretary to the Board

DM

GRAND HAVEN BOARD OF LIGHT AND POWER  
MINUTES  
FEBRUARY 23, 2026

A regular meeting of the Grand Haven Board of Light and Power was held on Monday, February 23, 2026, at 6:00 PM at 1700 Eaton Drive in Grand Haven, Michigan and electronically via live Zoom Webinar.

The meeting was called to order at 6:04 PM by Chairperson Westbrook.

**Present:** Directors Crum, Knoth, Polyak, Welling, and Westbrook.

**Absent:** None.

**Others Present:** General Manager Rob Shelley, Secretary to the Board Danielle Martin, Finance Manager Lynn Diffell, Operations and Power Supply Manager Erik Booth, and Distribution and Engineering Manager Austin Gagnon.

**26-03A** Director Welling, supported by Director Crum, moved to approve the meeting agenda.

**Roll Call Vote:**

In favor: Directors Crum, Knoth, Polyak, Welling and Westbrook; Opposed: None.

Motion carried.

**Pledge of Allegiance**

**Public Comment Period:**

Jim Hagen, 400 Lake, commented via email on community solar.

**26-03B** Director Welling, supported by Director Crum, moved to approve the consent agenda.

The consent agenda includes:

- Approve the January 15, 2026 meeting minutes
- Receive and File the January Financial Statements and Power Supply and Retail Sales Dashboards
- Receive and File the January Key Performance Indicator (KPI) Dashboard
- Receive and File the MPPA Energy Services Project Resource Position Report dated 01/30/2026
- Approve payment of bills in the amount of \$5,616,446.30 from the Operation & Maintenance Fund
- Approve payment of bills in the amount of \$639,467.53 from the Renewal & Replacement Fund

GRAND HAVEN BOARD OF LIGHT AND POWER  
MINUTES  
FEBRUARY 23, 2026

- Approve confirming Purchase Order #23622 to DataVoice in the amount of \$36,906 for the 2026 outage management system hosting subscription

**Roll Call Vote:**

In favor: Directors Crum, Knoth, Polyak, Welling and Westbrook; Opposed: None.  
Motion carried.

**26-03C** Director Welling, supported by Director Polyak, moved to approve the Purchase Orders. The Purchase Orders include:

- Purchase Order #23619 to Resco in the amount of \$78,992 for 20 padmount transformers for BLP stock
- Purchase Order #23620 to Resco in the amount of \$31,200 for six polemount transformers for BLP stock
- Purchase Order #23629 to the City of Grand Haven in the amount of \$232,377 for phases two and three of the remedial data collection work plan

Purchase Order #23629 to the City of Grand Haven is for HDR to complete the final data collection steps before remediation options can be defined. The work associated with this purchase order includes drilling a well and pumping out water for testing. The cost for digging the well will be split evenly between the City and the BLP. The City will pay for any PFAs testing on the water and the BLP will pay for any CCR testing. The Purchase Order represents a not-to-exceed amount and cost savings will be pursued where possible.

**Roll Call Vote:**

In favor: Directors Crum, Knoth, Polyak, Welling and Westbrook; Opposed: None.  
Motion carried.

**26-03D** Director Welling, supported by Director Knoth, moved to approve the Energy Hedge Plan Power Purchase Commitment Authorization.

MPPA is seeking authorization to buy the listed blocks of power. This is a routine approval to ensure the BLP's power supply hedge percentage is in the target range for each planning year.

**Roll Call Vote:**

In favor: Directors Crum, Knoth, Polyak, Welling and Westbrook; Opposed: None.  
Motion carried.

GRAND HAVEN BOARD OF LIGHT AND POWER  
MINUTES  
FEBRUARY 23, 2026

**26-03E** Erik Booth provided a presentation on Winter Storm Fern.

Winter Storm Fern occurred between January 23<sup>rd</sup> and February 1<sup>st</sup>, 2026. This storm was not as widespread as others we have experienced and caused more issues through physical damage rather than through extreme cold temperatures. Two max generation events took place during this timeframe. Energy had to be imported to the MISO market from neighboring systems. During the storm, energy produced in the MISO market was coming from base load generation with wind and solar production greatly reduced. The day ahead market pricing remained over \$100/MWh for the full period. This represents the longest recorded consecutive time frame for prices to remain at this level. The real time market was also unpredictable. In the past, due to a greater amount of baseload generation, January was a low-cost month for the BLP. As baseload generation has retired, January is now one of the most expensive months.

**No formal action taken.**

**26-03F** The General Manager provided an update on the Michigan Public Power Agency's (MPPA's) Behind the Meter Resource Adequacy Assessment Workplan.

MPPA initiated this objective in 2025 to address the capacity deficit starting in planning year 2030-2031. The goal of this workplan is for MPPA to be able to provide a required Capacity Compliance Demonstration to the State by March 2027. The workplan includes four phases. In 2025, phase 1 was conducted and identified sites across member communities with potential capability to install generation. Phase 2, due in mid-2026, includes an analysis of the technology that could best meet these needs and options for project ownership structure. Phase 3 will come in 2027 and will be when utilities will need to provide commitment to projects. Phase 4 will occur in 2028-2030 and will be project commercialization. More details will come throughout the year, but the Board should be aware that one year from now is when a decision will need to be made.

**No formal action taken.**

**26-03G** The General Manager reviewed the MPPA 2025 Carbon Report.

The Carbon Report is a new report MPPA will issue annually. Next year, the BLP will be at 30% renewable energy, which is well ahead of the State mandated 15%. The State uses 2005 as the baseline when setting carbon reduction goals. From 2005 to today, the BLP's carbon emissions have been reduced by 73%.

**No formal action taken.**

GRAND HAVEN BOARD OF LIGHT AND POWER  
MINUTES  
FEBRUARY 23, 2026

**Other Business**

- A Key Accounts Luncheon will be held on March 18<sup>th</sup> from 11:30am to 1:00pm at Noto's at the Bil-Mar. This commercial and industrial customer luncheon is being held to collect input for the upcoming strategic planning process.
- A strategic planning Board workshop will be held on the afternoon of May 18<sup>th</sup>. The draft strategic plan will be presented at the Board's regular meeting in June, and the Board will be asked to approve the final plan at its regular meeting in July.

**Public Comment Period:** None.

**Adjournment**

At 7:07PM by motion of Director Welling, supported by Director Knoth, the February 23, 2026 Board meeting was unanimously adjourned.

Respectfully submitted,



Danielle Martin  
Secretary to the Board

DM

GRAND HAVEN BOARD OF LIGHT AND POWER  
MINUTES  
FEBRUARY 23, 2026

A special meeting of the Grand Haven Board of Light and Power was held on Monday, February 23, 2026, at 4:30 PM at the Board's office located at 1700 Eaton Drive in Grand Haven, Michigan.

The meeting was called to order at 4:36 PM by Chairperson Westbrook.

**Present:** Directors Crum, Knoth, Polyak, Welling, and Westbrook.

**Absent:** None.

**Others Present:** General Manager Rob Shelley, Secretary to the Board Danielle Martin, City Attorney Ron Bultje, and Kevin Yombor and Mina Zkay of Kaufman Dolowich (attending remotely).

**26-02A** Director Welling, supported by Director Crum, moved to approve the meeting agenda.

**Roll Call Vote:**

In favor: Directors Crum, Knoth, Polyak, Welling and Westbrook; Opposed: None.  
Motion carried.

**Public Comment Period:** None.

**26-02B** At 4:37 PM Director Welling, supported by Director Crum, moved to enter closed session pursuant to Section 8(1)(e) of the Open Meetings Act to discuss with BLP attorneys trial or settlement strategy pertaining to the Matthew Sterling litigation, because an open meeting would have a detrimental impact upon the litigating or settlement position of the BLP.

**Roll Call Vote:**

In favor: Directors Crum, Knoth, Polyak, Welling and Westbrook; Opposed: None.  
Motion carried.

**26-02C** At 5:06 PM Director Welling, supported by Director Crum, moved to end closed session and re-enter open session.

**Roll Call Vote:**

In favor: Directors Crum, Knoth, Polyak, Welling and Westbrook; Opposed: None.  
Motion carried.

**26-02D** Director Welling, supported by Director Polyak, moved to approve the Resolution Regarding Matthew Sterling Litigation (attachment A).

**Roll Call Vote:**

In favor: Directors Crum, Knoth, Polyak, Welling and Westbrook; Opposed: None.  
Motion carried.

GRAND HAVEN BOARD OF LIGHT AND POWER  
MINUTES  
FEBRUARY 23, 2026

**26-02E** At 5:07 PM Director Welling, supported by Director Crum, moved to enter closed session pursuant to Section 8(1)(d) of the Open Meetings Act to consider the purchase or lease of real estate.

**Roll Call Vote:**

In favor: Directors Crum, Knoth, Polyak, Welling and Westbrook; Opposed: None.  
Motion carried.

**26-02F** At 5:45 PM Director Welling, supported by Director Knoth, moved to end closed session and re-enter open session.

**Roll Call Vote:**

In favor: Directors Crum, Knoth, Polyak, Welling and Westbrook; Opposed: None.  
Motion carried.

**Adjournment**

At 5:45 PM by motion of Director Welling, supported by Director Knoth, the February 23, 2026 special Board meeting was unanimously adjourned.

Respectfully submitted,



Danielle Martin  
Secretary to the Board

DM

GRAND HAVEN BOARD OF LIGHT AND POWER  
MINUTES  
FEBRUARY 23, 2026

Attachment A

**GRAND HAVEN BOARD OF LIGHT & POWER  
RESOLUTION REGARDING MATTHEW STERLING LITIGATION**

WHEREAS, the Grand Haven Board of Light and Power (“BLP”) is a Defendant in a lawsuit initiated by Matthew Sterling (“Sterling”), Matthew Sterling v. Grand Haven Board of Light & Power, Case No. 24-7850-CZ, in the 20th Circuit Court for the County of Ottawa (the “Lawsuit”).

WHEREAS, in the Lawsuit, Sterling alleges that BLP terminated him in retaliation for reporting suspected violations of the law, in violation of Michigan’s Whistleblower Protection Act.

WHEREAS, BLP denies Sterling’s allegations, and asserts that BLP properly terminated Sterling for legitimate and non-retaliatory reasons in accordance with its employee handbook and applicable law.

WHEREAS, BLP attended a mediation with Sterling on February 3, 2026. The Parties did not reach a resolution at mediation.

WHEREAS, BLP desires to try and resolve this Lawsuit without additional legal fees and costs.

THEREFORE, BE IT RESOLVED, BLP instructs its attorney, Kaufman Dolowich, to serve upon Sterling an Offer of Judgment consistent with the presentation by Kaufman Dolowich in closed session on this date. This Offer of Judgment would resolve all claims set forth in the Complaint filed by Plaintiff, dated July 15, 2024, and be inclusive of all interest, costs, fees, and expenses incurred through the date of the entry of said Judgment.

**RESOLUTION DECLARED ADOPTED**

Dated: February 23, 2026



---

Danielle Martin, Board Secretary  
Grand Haven Board of Light & Power

**CERTIFICATION**

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Grand Haven Board of Light & Power, at a meeting held on February 23, 2026, and that public notice of said meeting was given pursuant to, and in compliance with, Act 267 of the Public Acts of Michigan of 1976, as amended.

Dated: February 23, 2026



---

Robert Shelley, General Manager  
Grand Haven Board of Light & Power

**CITY OF GRAND HAVEN**  
**Organizational Board of Review Meeting Minutes**

Meeting was brought to order by the past chairman, Bob Huff at 1:00 p.m. on March 3, 2026.

Present: Bob Huff, Chairman  
Craig Zysk, Vice Chairman  
Casey Vinton, Secretary

Excused: none

Also Present: Carla Hill, Assessing Division Manager from the Ottawa County Equalization Department.

Location: Grand Haven City Hall, Assessing Office.

Election of Position for 2026: Craig Z. made a motion that members would fill roles Bob Huff Chairman, Craig Zysk Vice Chair, and Casey Vinton would assume the position of Secretary. Motion seconded by Mr. Huff. Motion Carried.

The board adopted the following rules for Board of Review regular meetings:

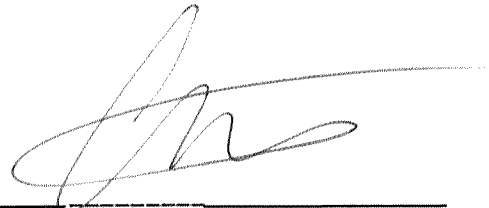
1. Fifteen minute time limit per protest or parcel.
2. A written authorization must be presented by all representatives of the owner.
3. Written protests, without an actual presence at the Board of Review, are acceptable from all property owners.

Mrs. Hill presented to the Board the Assessment Roll as well as supporting documentation including a listing of sales organized by analysis neighborhood, calculations of land values and economic condition factors for all analysis areas, form L-4018 indicating assessment ratios as determined by the Equalization Department, and form L-4023 indicating that adjustments had been made by the assessor to meet legal requirements.

Discussion was held regarding the changes in value within the city, most particularly the sales and valuation of commercial and industrial. A review of the upcoming meetings of the Board was held.

No public was in attendance to call for comment.

Having no other business, Mr. Huff moved to adjourn. Motion seconded by Mr. Zysk. Motion Carried. Meeting adjourned at 1:30 pm.



Casey Vinton, secretary 3/3/2026

Day 1 MBOR  
March 16, 2026

## CITY OF GRAND HAVEN

### Board of Review Minutes

Meeting was brought to order by Chairman Huff at 9:00 a.m. on March 16, 2026

Present: Bob Huff, Chairman  
Craig Zysk, Vice Chairman  
Casey Vinton, Secretary

Excused: none

Also present: Carla Hill, Assessing Division Manager, from the Ottawa County Equalization Department & Shawn Knoll property appraiser for Ottawa County Equalization Department.

Location: Grand Haven City Hall, Council Chambers

Chairman Huff opened the meeting of the City of Grand Haven to protests of assessment. The following protests were heard.

<u>Petition #</u>	<u>Parcel #</u>	<u>Address</u>	<u>Owner</u>	<u>Reason</u>
2026-001	70-03-20-433-014	333 Washington Ave	Michelle Visger Prop., LLC	AV
2026-002	70-03-21-328-041	224 N Despelder St	Osborne, Shandi N	TV
2026-003	70-50-58-086-025	1710 Eaton Dr	Carlton Meter, Inc	late PP
2026-004	70-03-21-479-008	1428 Columbus Ave	Podein, Kreg	Poverty Ex
2026-005	70-03-28-227-008	1436 Pennoyer Ave	Chapman Jon. M	Poverty Ex
2026-006	70-03-28-128-020	941 Grant Ave	Jackson, Sharon K Trust	Poverty Ex
2026-007	70-03-27-126-052	301 Friant St	Grimm, Lisa	Poverty Ex
2026-008	70-03-28-254-015	1225 Park Ave	Rebar, Barbara J	Poverty Ex

Motion was made by Mr. Zysk, seconded by Mr. Huff, to say that the following action be taken on the petitions listed below. Motion carried.

<u>Petition #</u>	<u>Parcel #</u>	<u>Owner</u>	<u>AV From</u>	<u>AV To</u>	<u>TV From</u>	<u>TV To</u>
2026-001	70-03-20-433-014	MVP, LLC	1,289,300	1,100,000	1,245,648	1,100,000
2026-002	70-03-21-328-041	Osborne, Shandi N	155,700	155,700	155,179	82,160
2026-003	70-50-58-086-025	Carlton Meter, Inc	50,700	0	50,700	0
2026-004	70-03-21-479-008	Podein, Kreg	77,700	77,700	37,479	0
2026-005	70-03-28-227-008	Chapman, Jon. M	119,000	119,000	72,514	72,514
2026-006	70-03-28-128-020	Jackson, Sh. Trust	97,600	97,600	40,980	40,980
2026-007	70-03-27-126-052	Grimm, Lisa	175,800	175,800	78,981	78,931
2026-008	70-03-28-254-015	Rebar, Barbara J	155,900	155,900	69,262	69,262

Meeting was recessed by Chairman Huff at 12 p.m. to 1 p.m.

Chairman Huff called the meeting to order at 1 p.m. and opened the meeting to the property owners of the City of Grand Haven to hear protests of assessment.

CITY OF GRAND HAVEN  
Board of Review Minutes

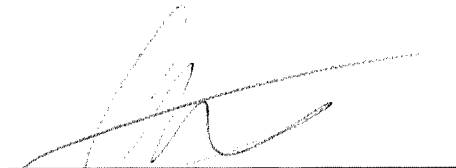
<u>Petition #</u>	<u>Parcel #</u>	<u>Address</u>	<u>Owner</u>	<u>Reason</u>
2026-009	70-03-29-474-019	323 Terrill Ave	Edwards, Joe.	AV
2026-010	70-03-20-444-048	300 Washington S16	300 Washington, LLC	AV & TV
2026-011	70-03-20-444-049	300 Washington S17	300 Washington, LLC	AV & TV
2026-012	70-03-20-444-049	300 Washington S17	300 Washington, LLC	AV & TV

Motion was made by Mr. Huff, seconded by Mr. Vinton, that the following action be taken on the petitions listed below. Motion carried.

<u>Petition #</u>	<u>Parcel #</u>	<u>Owner</u>	<u>AV From</u>	<u>AV To</u>	<u>TV From</u>	<u>TV To</u>
2026-009	70-03-29-474-019	Edwards, Joe.	283,800	270,205	127,202	127,202
2026-010	70-03-20-444-048	300 Was., LLC	3,500	3,800	3,500	1,100
2026-011	70-03-20-444-049	300 Was., LLC	31,600	20,300	31,600	6,674
2026-012	70-03-20-444-049	300 Was., LLC	31,600	denied	31,600	denied

Regarding above petitions 2026-010, 011, 012; it was discovered that basement area of 300 Washington was assessed on commercial unit #11 (70-03-20-444-011). Deduction from taxable value was made on unit #11 to correct storage units #16 & #17 (70-03-20-444-048 & 049). Petitions 2026-010 & 011 were submitted to the March Board of Review for consideration by Assessor. After recalculating values with recently acquired data, the Board set the values as listed above. Petition 2026-012 was submitted by property owner which was denied and values set in petition 2026-011 stand. No appeal was made by assessor or property owner on the reduction of taxable value on commercial unit #11 (70-03-20-444-011).

Meeting was recessed at 4 p.m. until March 17, 2026, at 1 p.m.

  
\_\_\_\_\_  
Casey Vinton, Secretary

Day 2 MBOR  
March 17, 2026

# CITY OF GRAND HAVEN

## Board of Review Minutes

Meeting was brought to order by Chairman Huff at 1 p.m. on March 17, 2026.

Present: Bob Huff, Chairman  
Craig Zysk, Vice Chairman  
Casey Vinton, Secretary

Excused: none

Also Present: Carla Hill, Assessing Division Manager, from the Ottawa County Equalization Department and Shawn Knoll, Property Appraiser for Ottawa County Equalization Department.

Location: Grand Haven City Hall, Council Chambers

Chairman Huff opened the meeting of the City of Grand Haven to protests of assessments. The following protests were heard.

Petition #	Parcel #	Property Address	Owner	Protest
2026-013	70-03-33-100-090	700 Robbins Rd	Coastline Holdings	AV

Motion was made by Mr. Zysk, seconded by Mr. Huff, to say that the following action be taken on the petitions listed below. Motion carried.

Petition #	Parcel #	Owner	AV from	AV to	TV from	TV to
2026-013	70-03-33-100-090	Coastline Holdings	1,378,500	762,925	1,378,500	762,925

Meeting was recessed at 4 p.m. until 6 p.m.

Chairman Huff called the meeting to order at 6 p.m. and opened the meeting to the property owners of the City of Grand Haven to hear protests of assessment.

# CITY OF GRAND HAVEN

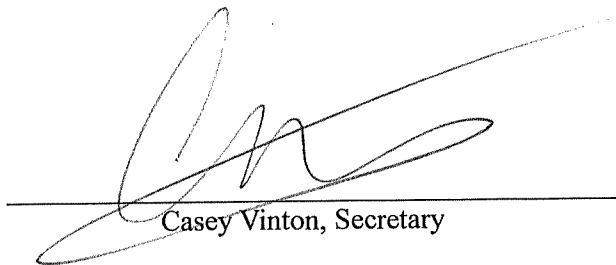
## Board of Review Minutes

Petition #	Parcel #	Property Address	Owner	Protest
2026-014	70-03-21-302-009	427 N 6 <sup>th</sup> Ave	France, Doug	AV
2026-015	70-03-29-231-009	536 Grant	Wilson, Peter	AV
2026-016	70-03-21-306-003	300 N 7 <sup>th</sup> Ave	Little Pink Houses, LLC	AV
2026-017	70-03-20-281-005	219 Jackson Ave	Strong, Scott	TV, SF
2026-018	70-03-21-478-009	1350 Columbus Ave	Ceton Trust	TV
2026-019	70-03-21-328-034	215 N Ferry St	McCarthy, Ryan	AV

Motion was made by Mr. Huff, seconded by Mr. Vinton, that the following action be taken on the petitions listed below. Motion carried.

Petition #	Parcel #	Owner	AV From	AV To	TV From	TV To
2026-014	70-03-21-302-009	France, Doug	157,000	60,000	157,000	60,000
2026-015	70-03-29-231-009	Wilson, Peter	427,900	427,000	404,983	404,983
2026-016	70-03-21-306-003	Little Pink Houses, LLC	369,300	369,300	369,300	369,300
2026-017	70-03-20-281-005	Strong, Scott	451,200	446,206	451,200	446,206
2026-018	70-03-21-478-009	Ceton Trust	121,500	121,500	59,777	59,777
2026-019	70-03-21-328-034	McCarthy, Ryan	212,500	212,500	212,500	212,500

Meeting was recessed at 9 p.m. until March 18, 2026, at 9 a.m.



Casey Vinton, Secretary

Day 3 MBOR  
March 18, 2026

# CITY OF GRAND HAVEN

## Board of Review Minutes

Meeting was brought to order by Chairman Huff at 9 a.m. on March 18, 2026.

Present: Bob Huff, Chairman  
Craig Zysk, Vice Chairman  
Casey Vinton, Secretary

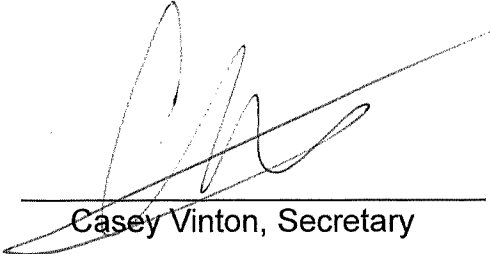
Excused: none

Also Present: Carla Hill, Assessing Division Manager, from the Ottawa County Equalization Department and Shawn Knoll, Property Appraiser for Ottawa County Equalization Department.

Location: Grand Haven City Hall, Council Chambers

The Board work session reviewed petitions, signed 4035A's, signed 4037B's and submitted minutes.

Meeting adjourned at 10:00 a.m. on March 18, 2026.



Casey Vinton, Secretary



## GRAND HAVEN, MICHIGAN

### LAKE FOREST CEMETERY BOARD

#### Minutes

January 13, 2026

Notice and agenda of a regular meeting of the Grand Haven Lake Forest Cemetery Board to be held on January 13, 2026 at 3:00 p.m. at the Lee Memorial Chapel, 1304 Lake Avenue, Grand Haven, Michigan.

Board members unable to attend the meeting are requested to telephone Derek Lemke, City Staff Liaison at 847-3493.

1. **ROLL CALL**

Cynthia Crane  
Jerry Swifney  
Chuck Fuller  
Jeri Ashcraft

2. **Approval of Minutes**

There were no minutes to approve. The last meeting was canceled.

3. **Public Comment**

4. **OLD BUSINESS**

NONE

5. **NEW BUSINESS**

a. Headstone found at harbor island

- i. A motion was made by Crane and seconded by Swifney to take the headstone that was found on Harbor Island and bury it on the original plot from which it came. The motion passed 4-0

b. Klausen Family Funeral Home asked the board to approve an urn for a headstone that is square.

- i. A motion was made by Crane and seconded by Ashcraft to approve the square urn. The motion passed 4-0

6. **Public Comment**

7. **Adjournment**

Meeting was adjourned at 3:42

**CALL TO ORDER:**

COMMISSIONERS: Joe Middleton, Mike Poort, Georgette Sass, John Williams

CITY LIAISON: Michael England

**APPROVAL OF AGENDA:** Motion to approve agenda made by Sass, second by Poort; passed 4-0

**PUBLIC COMMENT:** *Members of the audience may address the Commission on any item, whether on the agenda or not. Those addressing the Commission are asked to provide their name and address and will be limited to three minutes of speaking time. The Commission will hear all comments for future consideration but may not have a response at this time.*

**APPROVAL OF MINUTES:** Motion to approve December 16, 2025 Regular Meeting minutes with corrections submitted by Poort made by Williams, second by Middleton; passed 4-0

**AGENDA:**

NEW BUSINESS:

A. Discussion – The Duncan Park Commission (DPC) continued its discussion of hemlock retreatment in the park, with presentations from West Michigan CISMA and Bartlett Tree Experts. West Michigan CISMA proposed a one-year treatment using a tank mix of imidacloprid and dinotefuran, targeting approximately 12% of the hemlock trees, while Bartlett Tree Experts presented an alternative approach using abamectin injections with three treatment options including full treatment in one year, splitting trees between two years, or treating one-third annual. Discussed were concerns about treatment timing, efficacy, and the potential for resistance, particularly regarding dinotefuran with its inherently quicker uptake but reduced effective period of control which necessitates repeated, yearly application. The commission also discussed the challenges of treating hemlock woolly adelgid (HWA) particularly the limitations on treatment rates and the risk of creating susceptible untreated areas within the park. The commissioners also expressed interest in developing a long-term adaptive management plan. Commissioners will review all treatment proposals received to date (Parshall Tree Experts, West Michigan CISMA and Bartlett Tree Experts) taking into account that HWA needs to be effectively targeted with Elongate Hemlock Scale (EHS) and spider mites an additional consideration. A Special meeting to be held on Feb 3, 2026 at 6pm will be held.

OLD BUSINESS:

B. **Discussion** – The Duncan Park Commission needs to complete its deliberation of the 2026/2027 budget. **Outcome** – Commissioners discussed the need to clearly identify infrastructure projects for consideration in 2026. Commissioners can contribute to a list of infrastructure projects via our [Google Drive](#). A breakdown of fees, expenditures and return of investment of the Duncan Park fund held by the Grand Haven Area Community Foundation was reviewed to better understand the level of expenditures possible. **Motion** – none at this time.

C. **Discussion** – Related to OLD BUSINESS (B) above, commissioners wish to understand how best to use projected rates of return on the Duncan Park fund’s principle to ensure both our operational expenses as well as any expenditures that will be needed to both manage invasive species in Duncan Park and cover necessary infrastructure projects. Our City Liaison (Michael England) indicated that any questions about the Duncan Park fund held by the Grand Haven Area Community Foundation to be asked of Emily Greene, City Finance Director, would need to come through him. **Outcome** – Commissioners agreed to generate a list of questions via our [Google Drive](#). **Motion** – none at this time.

**Duncan Park Commission** – January 20, 2026; Regular Meeting; 6:00pm

Grand Haven City Hall, City Manager's Office, Grand Haven, MI

COMMISSIONER'S REPORTS: *These are limited in scope, representing a report of activities relevant to Duncan Park and DPC. These will be limited to 3 minutes. Discussions or actions that require detailed consideration or a vote should be placed as an agenda item under NEW BUSINESS.*

Sass reported that the steps to control erosion at the Wisconsin Ave. access to Duncan Park have been projected to start in March 2026 at the cost in the original quote received in September 2025 from JDesign & Services LLC.

CITY LIAISON REPORT: NONE

TREASURER REPORT: Financial documents for December were sent with this agenda and are posted to Google Drive.

**PUBLIC COMMENT:**

**ADJOURNMENT: 7:20PM**

**NEXT MEETING:** February 17, 2026 @6pm

Draft minutes respectfully submitted,

A handwritten signature in cursive script, appearing to read "Georgette Sass".

Georgette Sass

Sent to City Clerk on January 20, 2026

**Duncan Park Commission** – February 17, 2026; Regular Meeting; 6:00pm  
Grand Haven City Hall, Council Chambers, Grand Haven, MI

**CALL TO ORDER:**

COMMISSIONERS PRESENT: Joe Middleton, Mike Poort, Georgette Sass, John Williams  
CITY LIAISON: Michael England

**APPROVAL OF AGENDA:** Sass requested to amend agenda to include a proposal from West Michigan Cooperative Invasive Species Management as New Business Item C. Motion to approve amended agenda made by Poort, second by Williams; passed 4-0.

**PUBLIC COMMENT:** *Members of the audience may address the Commission on any item, whether on the agenda or not. Those addressing the Commission are asked to provide their name and address and will be limited to three minutes of speaking time. The Commission will hear all comments for future consideration but may not have a response at this time.*

**APPROVAL OF MINUTES:** Motion to approve January 20, 2026 Regular Meeting minutes with corrections submitted by Poort made by Williams, second by Middleton; passed 4-0.

**AGENDA:**

NEW BUSINESS:

- A. **Discussion** – The Duncan Park Commission would like to establish how best to use projected rates of return on the principle of the Duncan Park fund held by Grand Haven Area Community Foundation to ensure both our operational expenses as well as any expenditures that will be needed to manage invasive species or necessary infrastructure projects in Duncan Park. *Commissioners submitted questions to be asked of the city’s Finance Director Emily Greene. There were no changes to the questions posted to our Google Drive and attached to the email sent with the meeting’s agenda. These will be conveyed to the city’s Finance Director Emily Greene by Duncan Park’s City Liaison Michael England.* **Motion** – none needed.
- B. **Discussion** – The Duncan Park Commission continued its deliberation of the 2026/2027 budget. *Commissioners identified key infrastructure projects to be considered in our 2026/2027 budget as ongoing bollard replacement, maintenance of stone gates and sprinkling system repair. Commissioners established the 2026/2027 budget which will be conveyed to the city’s Finance Director Emily Greene by Duncan Park’s City Liaison Michael England.* **Motion** – Set Duncan Park Commission’s annual operating budget at \$25,000 with a future potential expense for HWA treatment made by Poort, second by William; passed 4-0. Proposed budget as follows:

**Proposed 2026/2027 Budget:**

<b>Dept 535 - DPW-Duncan Woods</b>		
<b>101-535-750.00</b>	<b>Oper Materials &amp; Supplies</b>	<b>3,000.00</b>
<b>101-535-801.00</b>	<b>Professional/Contractual</b>	<b>20,000.00</b>
<b>101-535-920.00</b>	<b>Electricity</b>	<b>700.00</b>
<b>101-535-922.00</b>	<b>Water &amp; Sewer Charges</b>	<b>1,400.00</b>
<b>Total Dept 535 - DPW-Duncan Woods</b>		<b>25,000.00</b>

- C. **Discussion** – The Duncan Park Commission considered a proposal from West Michigan Cooperative Invasive Species Management. *WMCISMA would create a treatment plan for forest pests of Eastern hemlock at Duncan Park consisting of a background of Duncan Park, an overview of past hemlock tree inventory, historical treatment records, treatment methodology, and long-term management strategies for forest pests of Eastern hemlock trees. Commissioners decided this would be a redundancy with the outcome of a successful Request for Proposal to seek bids for hemlock retreatment in the park.* **Motion** – none needed.

OLD BUSINESS:

- D. **Discussion** – The Duncan Park Commission (DPC) agreed to generate a Request for Proposal to seek bids for hemlock retreatment in the park. *A Scope of Services for this Request for Proposal reflecting recommendations generated upon consultation with Dr Deb McCullough (Professor, Dept.*

**Duncan Park Commission** – February 17, 2026; Regular Meeting; 6:00pm

Grand Haven City Hall, Council Chambers, Grand Haven, MI

*of Entomology and Dept. of Forestry, Michigan State University) was reviewed by commissioners. Commissioners discussed the removal of any language that indicated a service would be optional, asked that a treatment be added for trees with DBH below the threshold for injection and requested guidance for HWA infestation levels be added to the document. It was noted that to move forward the Duncan Park Commission needs the assistance of the city in determining what other documents are required. **Motion** – none needed at this time.*

- E. **Discussion** – The Duncan Park Commission (DPC) will participate in Earth Day Celebrations to be held at the First Presbyterian Church on April 25, 2026. *Commissioners determined that we need additional Brochures for the event and these could be printed at the Loutit Library. An activity for the event was also agreed upon. Continued planning will take place at future meetings. **Motion** – none needed at this time.*

COMMISSIONER'S REPORTS: *These are limited in scope, representing a report of activities relevant to Duncan Park and DPC. These will be limited to 3 minutes. Discussions or actions that require detailed consideration or a vote should be placed as an agenda item under NEW BUSINESS.*

CITY LIAISON REPORT:

TREASURER REPORT: Financial documents for January were sent with this agenda and are posted to Google Drive.

**PUBLIC COMMENT:**

**ADJOURNMENT:** 7:55pm

**NEXT MEETING:** March 17, 2026 @6pm

Draft minutes respectfully submitted,



Georgette Sass

Sent to City Clerk on March 15, 2026

**CITY OF GRAND HAVEN  
GRAND HAVEN, MICHIGAN  
ECONOMIC DEVELOPMENT CORPORATION  
BROWNFIELD REDEVELOPMENT AUTHORITY  
February 2, 2026**

The Regular Meeting of the Economic Development Corporation/Brownfield Redevelopment Authority was called to order at 4:00 pm by Vice Chairperson Van Lopik in the Grand Haven City Council Chambers, 519 Washington Avenue, Grand Haven, MI 49417.

**Present:** Bob Monetza, Mike Fritz, Emily Greene, Judith Swiftney-Dembowske, Bill Van Lopik, Brook Bisonet

**Absent:** Tom Braciak, Linda Weavers

**Others Present:** Ashley Latsch, Dana Kollwehr

**APPROVAL OF MEETING MINUTES**

Motion by Fritz, second by Monetza, to approve the minutes of the regular EDC/BRA meeting of January 5, 2026, as submitted.

Ayes: 6

Nays: 0

**This motion carried.**

**APPROVAL OF AGENDA**

Motion by Fritz, second by Bisonet, to approve the agenda as submitted.

Ayes: 6

Nays: 0

**This motion carried.**

**FIRST CALL TO AUDIENCE**

No response.

**UNFINISHED BUSINESS**

**6a. None**

## NEW BUSINESS

### 7a. 123 Washington Ave. (Floto's Building)

Jared Belka and Andy Todtz presented this request for a Brownfield TIF and OPRA Application for incentives for redevelopment of 123 Washington Ave., which would also include a request for an MEDC grant.

A Plante Moran Realpoint analysis was presented as supporting information.

The owner proposes to renovate the building including a second floor expansion, with three apartments on the second floor (currently two exist) and a first floor restaurant where there has been retail space. This is an old building which has been damaged twice by fire, most recently in 1955, and no significant renovation has been done since the reconstruction in 1955. The front façade is a green tile material from that era, which over the years has become an iconic feature on Washington Ave; the owner intends to repair and preserve the façade and replicate it on the expansion. Due to the age of the building, the owner anticipates a great deal of abatement of asbestos, lead, etc.

Owner intends to rent the apartments at 100% of AMI and is requesting a 10-year housing TIF; after discussion, they agreed to modify the request to reflect renovation costs rather than direct rent support, but as a housing TIF the commitment for reduced rent would still be binding for the term of the TIF. No interest expense is included in the request.

Motion by Bisonet, second by Fritz, to amend the request to reflect building rehabilitation costs rather than direct rent support.

Ayes: 6

Nays: 0

**This motion carried.**

Motion by Bisonet, second by Fritz, to approve the amended request and recommend to City Council for approval.

Ayes: 6

Nays: 0

**This motion carried.**

### 7b. Projects update:

Kollewehr updated the members regarding the South Village project.

## **REPORT BY BOARD MEMBERS**

**8a. Report by City Manager:** No report.

**8b. Receive Financial Reports:** Financial documents submitted for Board information by Greene.

## **CALL TO AUDIENCE SECOND OPPORTUNITY**

No response.

## **ADJOURNMENT**

Van Lopik adjourned the meeting at 4:34 pm.

*Bob Monetza*

City of Grand Haven  
Historic Conservation District Commission  
Regular Meeting Minutes  
Wednesday, February 18, 2026  
Grand Haven City Hall  
Council Chambers  
Grand Haven, MI 49417

Call to order: Chair Chad Fisk called the meeting to order at 5:00 PM

Roll call of members present: Chair Chad Fisk, Vice Chair Patrick Qua, Secretary Linda Rosema, Members Erik Bye and Robyn Vandenberg

Members expected to be absent (pre-excused) Member Nina Bryhn

Others who are present: City Planner Brian Urquhart and Loutit District Library Representative Courtney Beatty

- 1) General Business Call to the Viewing Audience (3 minutes per person) No one spoke.
- 2) Approval of the Regular Meeting Minutes of the November 19, 2025 Historic Conservation District Commission
  - a. Member Erik Bye made a motion to accept the minutes and Vice Chair Patrick Qua seconded the motion.
  - b. The motion passed unanimously to accept the minutes as written.
- 3) Planning Commission Site Plan Reviews
  - a. Holland Brewing, 20 Washington Ave., and Pinwheels Pizza, 22 Washington Ave., is trying to mix the buildings together. They propose bringing the storefront windows and door forward and be able to connect the two spaces. They intend to keep the integrity of the buildings and would like to make the area a retail space. The front of Holland Brewing would also become more noticeable.
  - b. Discussion followed with concerns and challenges with the porcelain panels. Chair Chad Fisk and City Planner Brian Urquhart will connect the owners of Holland Brewing with the people who are working on the Flotos project.
  - c. Holland Brewing will need to reapply for the changes for a review since it is a Landmark Building. That will require building permit approval and a Certificate of Appropriateness from the HCDC.
  - d. A motion was made by Member Robyn Vandenberg for conditional approval to move forward and seconded by Member Erik Bye. The motion passed unanimously.
- 4) Tri-Cities Museum Update-No report, we are working on finding a replacement
- 5) Loutit District Library Representative Update-Courtney Beatty reported:
  - a. History Hounds-2/23/26 and 3/8/26
  - b. Sunday Concert-3/15/26
  - c. Preparing for Summer

- d. A new Technology and Maker Space Center including a Memory Station and Artisan Studio Space is being planned and hopefully will open by Summer.
- 6) Election of Secretary
- a. Secretary Linda Rosema offered to continue as secretary. Member Eric Bye made a motion to accept, and Vice Chair Patrick Qua seconded the motion. The motion was approved.
- 7) Vacancy and Term Schedules
- a. Erik Bye-June 2026-is renewing
  - b. Patrick Qua-June 2026-is renewing
  - c. Robyn Vandenberg-June 2026-not renewing
  - d. Amy Lalick-Prinzi-resigned
  - e. Nina Bryhn-June 2026-may need a replacement
  - f. We also need to find a new Tri-Cities Museum Representative
- 8) SHPO
- a. Vice Chair Patrick Qua reviewed the steps in the SHPO timeline, we are currently in the February/March stage. We need the timeline for the rest of the process, it could be a 2 year process.
  - b. There is free money when regulations are followed for grants, etc.
  - c. City Planner Brian Urquhart will ask for a work session with City Council in April.
- 9) Second General Business Call to the Viewing Audience (3 minutes per person) No one spoke.
- 10) Updates & Reports/Comments by HCDC Members-No reports.
- 11) Chair Chad Fisk adjourned the meeting at 6:09 PM.

Respectfully submitted,  
Linda Rosema  
Secretary



City of Grand Haven  
Historic Conservation District Commission  
Regular Meeting Minutes  
Wednesday, November 19, 2025  
Grand Haven City Hall  
Council Chambers  
519 Washington Ave.  
Grand Haven, MI 49417

Call to order: Chair Chad Fisk called the meeting to order at 5:00 PM

Roll call of members present: Chair Chad Fisk, Vice Chair Patrick Qua, Secretary Linda Rosema, and Members Nina Bryhn, Erik Bye and Robyn Vandenberg

Pre-excused absences: Amy Lalick-Prinzi has resigned

Others who are present: City Planner Brian Urquhart

- 1) General Business Call to the Viewing Audience (allowed 3 minutes) No one spoke.
- 2) Approval of Regular Meeting Minutes of October 15, 2025.
  - a. Member Bye moved to accept the minutes, and Vice Chair Qua seconded the motion.
  - b. The October 15, 2025 Meeting Minutes were unanimously approved.
- 3) Tri-Cities Museum Advisory Member Update-No Report
- 4) Loutit District Library Representative Update-No Report
- 5) SHPO
  - a. Chair Chad Fisk and Vice Chair Patrick Qua have completed the CLG Program-Certified Local Government Program.
  - b. They met with SHPO to clarify questions about PA 169.
  - c. They have also worked through and revised the goals and timeline for a rough framework to present to City Council.
  - d. SHPO shared Design Guidelines with them from Grand Rapids and Franklin, MI. We will focus on Franklin designs and start to identify key buildings that have been lost, about six good projects that were destroyed.
  - e. Their timeline will be:
    1. November 2025-present updated timeline to the HCDC after the new City Council is in place. They will also continue to identify key buildings lost.

2. December 2025-Update presentation based on HCDC feedback and lost building information.
  3. January 2026-Share updated presentation to HCDC and request a work session with City Council.
  4. February 2026-Final presentation to HCDC and prep for work session with City Council.
- f. Franklin, MI has a strong commission and is a good model for Grand Haven.
  - g. Landmarks can be anywhere, property owners and the City can get grants. The Diesel Plant is not in a Historic District, but could be a Landmark.
- 6) Planning Commission Site Plan Reviews
- a. City Planner Brian Urquhart reported that the Marriott Hotel plans may go back to the Planning Commission for minor changes. If changes are major they would have to go to City Council.
  - b. The City Council approved parking with Ottawa County for the Marriott Hotel. The City will maintain and manage oversight on the parking.
  - c. Discussion followed.
- 7) Updates & Reports by HCDC Members
- a. There is a delay with the Floto's property with demolishing and renovations.
  - b. A Christmas Party was discussed, we will not have a regular meeting on December 17. Off the Chain was suggested as a location, Member Bye will check with Wendy Knoth to see if it is available.
- 8) Second Business Call to the Viewing Audience (3 minutes allowed)
- a. Randy Smith, owner of Marushka, located next to Floto's, is concerned about the porcelain, if it can be cleaned, repaired or would be replaced.
  - b. Mayor Bob Monetza suggested Denny Swartout to fill the vacancy on the HCDC. Bob will forward him the information about SHPO and Chair Chad Fisk will contact him.
- 9) Chair Chad Fisk adjourned the meeting at 5:46 PM.

Respectfully submitted,  
Linda Rosema  
Secretary



## City of Grand Haven Human Relations Commission

### Meeting Minutes

Thursday January 22, 2026, called to order at 5:31 p.m.

City Hall [519 Washington Grand Haven, MI 49417]

#### **The Highlights:**

The regular meeting of the Grand Haven Human Relations Commission was called to order by Comm. Mendiola-Suarez at 5:3 p.m. in the council chamber of Grand Haven City Hall [519 Washington Ave. Grand Haven, MI 49417]

Commission Members present: Amber Mendiola-Suarez, Steve TerMolen, Estrellita Bazuin, John Siemion

Commission Members absent: Amanda Pretzer, Luke Kulikamp, Steffi Thayer, Care Mazure

Community Members present: Bob Monetza, Mayor of Grand Haven

1. Upon the presentation of the Agenda, Comm. Siemion motioned to approve said agenda with removal of line #5 with Comm. TerMolen seconding the motion.
2. Upon the presentation of the December meeting Minutes, Comm. Siemion motioned to approve said meeting minutes with removal of line 8c with Comm. TerMolen seconding the motion.
3. A welcome call to the audience is made by Comm. Mendiola-Suarez.
4. Welcome Guests
5. Liaison Report
  - a. No Information
6. Old Business:
  - a. Collaboration with Loutit Library (Guest Speaker) Woman's History Month
    - i. This will take place on 2/25/2026
  - b. Mental Health Awareness Month
    - i. Comm. TerMolen to speak with the Momentum Center on a possible collaboration
  - c. Proclamations
    - i. Comm. Siemion to Read February's Proclamation
    - ii. Comm. TerMolen to read March's Proclamation
    - iii. The Woman's History Month Proclamation needs to be located or, a new proclamation needs to be created
    - iv. Remaining Proclamations to be assigned at a later date
  - d. Card making update

- i. Comm. Mendiola-Suarez to speak to Burzurk about a possible location
  - e. Comm. Mendiola-Suarez to speak with City Manager regarding status of HRC tablecloth
- 6. New Business:
  - a. Possible Senior Day booth or Veteran's Day Event
  - b. Four Points is an available space for an HRC Event
  - c. Proclamations to be sent to City Manager the Monday before the city council meetings
  - d. Estrellita to work on community resource list for HRC portion on the city's website
- 7. A second call is made to the audience by Comm. Mendiola-Suarez.
  - a. No comments
- 8. Motion to adjourn by Comm. Siemion, seconded by Comm. TerMolen, approved by majority vote at 6:34 p.m.
- 9. The next Human Relations Commission meeting is scheduled for Thursday February 26, 2026, at 5:30 p.m.

Meeting Minutes submitted by Comm. Amber Mendiola-Suarez **2-26-2026**



## City of Grand Haven Human Relations Commission

### Meeting Minutes

Thursday February 26, 2026, called to order at 5:32 p.m.

City Hall [519 Washington Grand Haven, MI 49417]

#### **The Highlights:**

The regular meeting of the Grand Haven Human Relations Commission was called to order by Comm. Mendiola-Suarez at 5:32 p.m. in the council chamber of Grand Haven City Hall [519 Washington Ave. Grand Haven, MI 49417]

Commission Members present: Amber Mendiola-Suarez, Amanda Pretzer, Cara Mazure, John Siemion

Commission Members absent: Steve TerMolen, Estrellita Bazuin, Steffi Thayer, Luke Kulikamp

Community Members present: Ashley Latsch, City of Grand Haven Liaison

1. Upon the presentation of the Agenda, Comm. Mazure motioned to approve said agenda with Comm. Pretzer seconding the motion.
2. Upon the presentation of the January meeting Minutes, Comm. Pretzer motioned to approve said meeting minutes with Comm. Siemion seconding the motion.
3. Signing of the Code of Conduct
4. A welcome call to the audience is made by Comm. Mendiola-Suarez.
5. Welcome Guests
  - a. No guests
6. Liaison Report
  - a. Loutit Library lecture series in March
7. Old Business:
  - a. Women's History Month Guest Speaker
    - i. Information posted on Library's website, March 25<sup>th</sup> 2026 6pm
  - b. Child Abuse Prevention Month Project
    - i. Planting pinwheels at the library
    - ii. Set up display with books/resources for families
    - iii. Tuesday March 31<sup>st</sup> morning
    - iv. Make flyer beforehand, take pictures for social media afterward
  - c. Resource List for the HRC Section on the City's Website
    - i. Comm. Bazuin working on this per Comm. Mendiola-Suarez
  - d. Card Making Recap
    - i. 94 Valentines made, dropped off to Robbinswood

- e. Mental Health Awareness Month Potential Collaboration
  - i. Tabled
- f. HRC Shirt Update
  - i. Comm. Siemion working with local vendor
  - ii. Form in HRC Drive
- g. Social Media
  - i. Events sharing – Canva
  - ii. Links to shared info
- h. Reviewing Proclamations (additions/deletions) approvals
  - i. Motion to approve by Comm. Mazure, seconded by Comm. Siemion
- 6. New Business:
  - a. HRC Drive Overview
    - i. Tabled
  - b. Volunteers to read future Proclamations
    - i. April 13<sup>th</sup> Comm. Mazure to read Child Abuse Prevention Proclamation
    - ii. Comm. Mazure to create document in HRC Drive
  - c. Momentum Center Friendship Bench Program
    - i. Originated in Zimbabwe in response to lack of mental health services.
    - ii. Locations at St. Johns, Loutit Library, Spring Lake Library
    - iii. Asking for volunteers – year-long commitment
    - iv. Comm. Siemion meeting with coordinator Kate Maver March 10<sup>th</sup> to get more information, will report back next meeting
    - v. Calendar at Momentum Center
  - d. New ideas
- 7. A second call is made to the audience by Comm. Mendiola-Suarez.
  - a. No comments
- 8. Motion to adjourn by Comm. Mendiola-Suarez, seconded by Comm. Pretzer, approved by majority vote at 6:22pm.
- 9. The next Human Relations Commission meeting is scheduled for Thursday March 26, 2026, at 5:30 p.m.

Meeting Minutes submitted by Comm. Amanda Pretzer **2-26-26**



## City of Grand Haven Human Relations Commission

### Meeting Minutes

Thursday December 18, 2025, called to order at 5:32 p.m.

City Hall [519 Washington Grand Haven, MI 49417]

#### **The Highlights:**

The regular meeting of the Grand Haven Human Relations Commission was called to order by Comm. Mendiola-Suarez at 5:32 p.m. in the council chamber of Grand Haven City Hall [519 Washington Ave. Grand Haven, MI 49417]

Commission Members present: Amber Mendiola-Suarez, Amanda Pretzer, Steve TerMolen, Steffi Thayer, Luke Kulikamp, Cara Mazure, Estrellita Bazuin, John Siemion

Commission Members absent: None

Community Members present: Bob Monetza, Mayor of Grand Haven

1. Upon the presentation of the Agenda, Comm. Pretzer motioned to approve said agenda with Comm. Siemion seconding the motion.
2. Upon the presentation of the November meeting Minutes, Comm. Siemion motioned to approve said meeting minutes with Comm. Kulikamp seconding the motion.
3. Approval of Code of Conduct
  - a. Comm. Siemion motioned to approve the Code of Conduct with Comm. TerMolen seconding the motion. Motion passed by majority vote.
4. A welcome call to the audience is made by Comm. Mendiola-Suarez.
5. Welcome Guests
6. Liaison Report
  - a. Library hosting traveling exhibit in February in recognition of Black History Month
  - b. Momentum Center – Free Food Fridays
  - c. Grand Haven Pride Prom
  - d. Love Inc looking for volunteers for food truck January 16<sup>th</sup> at St. Pat's
7. Welcome new commissioner Estrellita Bazuin!
8. Old Business:
  - a. Collaboration with Loutit Library (Guest Speaker) Update
    - i. Motion to approve by Comm. TerMolen, seconded by Comm. Kulikamp, approved by majority vote.
  - b. MLK Day / Service Project for the City Update
    - i. Bin at Four Pointes, City Hall and American Legion

- ii. Flyers posted by members
  - iii. Service Project will be at the American Legion, Comm. Mendiola-Suarez to update with time
- c. Updating the HCR Section on the City of Grand Haven's website
  - i. Code of Conduct
  - ii. Volunteer opportunities
  - iii. Resource links
- d. Card making update
  - i. Waiting to hear back from Grand Armory
- e. Discussing event timeline/ The Beloved Community Project
  - i. Proclamations to share with City Council, examples include Black History Month, Women's History Month, Pride Month.
  - ii. Card making (February) and speaker (March) for first quarter.
  - iii. National Agricultural Day in March – highlight farmers market and agricultural impact of Ottawa County. Could create activity for kids.
  - iv. April is Child Abuse awareness month. Comm. Mazure spoke about “Court Support Bags” for teens going through the court process. Could do presentation for awareness. Could collaborate with other agencies.
  - v. May is AAPI month, as well as Mental Health Awareness month. Could invite Momentum Center for collaboration for a presentation at the library.
  - vi. Pride in June.
  - vii. September is Hispanic Heritage Month.
  - viii. November for veterans and their families.
- 6. New Business:
  - a. New Ideas
  - b. Plan to use 2026 to plan bigger events for 2027 (community dinner and learn?)
  - c. May be able to utilize Four Pointes in the future.
  - d. Submit annual report for 2025
- 7. A second call is made to the audience by Comm. Mendiola-Suarez.
  - a. No comments
- 8. Motion to adjourn by Comm. Siemion, seconded by Comm. Mazure, approved by majority vote at 6:22pm.
- 9. The next Human Relations Commission meeting is scheduled for Thursday January 22, 2026, at 5:30 p.m.

Meeting Minutes submitted by Comm. Amanda Pretzer **12-18-25**

## MEETING MINUTES - MSDDA Board Meeting

### Meeting

	<b>Special meeting</b>
<b>Date</b>	Thursday, January 8, 2026
<b>Started</b>	7:30 AM
<b>Ended</b>	7:45 AM
<b>Location</b>	City Hall Council Chambers 519 Washington Ave. Grand Haven, MI 49417
<b>Purpose</b>	PSD Meeting
<b>Chaired by</b>	
<b>Recorder</b>	Chandi Pape

### Attendance

**Present:** Todd Anthes, Jack DeMarr, Secretary Melita Ewbank, Dawn Gravelyn, John Groothuis, Board Chair Kelly Larson, Bob Monetza, Lynn Negen, Chandi Pape, Chandi Pape, Brant Raterink, John Steinbach, Chris Weavers, Joyce Workman

### Meeting package

- Meeting-package-2026-01-08-V2.pdf

### Minutes

## 1. Standing Items

---

### 1.1. Approve Agenda

Chandi, Joyce, Chris, John S, Todd, Jack, Brant, Bob - in attendance

Kelly, Lynn, Dawn, John G- gone

Dawn in at 7:40

John G in at 7:42

**Resolution #:**

**Moved:**

**seconded:**

**Status:** Moved

---

### 1.2. Call to Audience

**Status:** Completed

---

## 2. New Business

---

### 2.1. Principal Shopping District Quarterly Review

Monday night City Council meeting for the public hearing had no comment from the public.

The next meet is Jan 20th. This resolution is for council to have county assessor assess the role.

The next public hearing is Feb 2nd for the parcels and properties.

The final meeting will be Feb 16th.

PSD takes affect July 1st.

**Status:** Completed

---

### 3. Ending Items

---

#### 3.1. Date next meeting

January 8, 2026

April 9, 2026

July 9, 2026

October 8, 2026

To adjourn- Chris motion, John S second

**Status:** Completed

---



## **MEETING MINUTES**

### **Board of Directors - Grand Haven Main Street**

Thursday, February 12, 2026 - Time 7:30 am

Grand Haven City Hall – Council Chambers

#### 1. Call Meeting to Order and Roll Call

*Meeting called to order at 7:30*

*Role call*

*Present: Kelly Larson, Melita Ewbank, John Groothuis, Brant Raterink, Joyce Workman, Chris Weavers, Lynn Negen, Todd Anthes, John Steinbach, Dawn Gravelyn, Jack DeMarr, Chandi Pape*

*Absent: Bob Monetza*

#### 2. Review and Approve of the Consent and Regular Agenda

*No issues with agenda*

*Motion: Lynn Negen*

*Second: John Groothuis*

#### 3. Call to Audience/Public Comments

*no comments*

#### 4. Consent Agenda

*My Committee was down, only voted on Treasurer's report*

*Motion: Joyce Workman*

*Second: John Steinbach*

#### 5. New Business

##### a. Committee Updates & Budget Requests

*Organization – Brian Woline*

*- completed marketing rfp, how to best use dollars now in discussion phase*

*- new bylaws for psd, committee asking if this needed?*

*- complete sponsorship plan, next push focused on fundraising goals and developing narrative to tell to potential donors*

*- MMS 2026 training this year is fundraising focused and will assist with this*

*- Needed Help: direction on how to narrow down long list of projects*

*Board Direction: focus on psd bylaws and fundraising*

*Promotions – Michelle Dixon (Kelly presented)*

*- looking to move to leads model and cross committee support*

- looking at additional off season events - passport program
- witches night out - new event for 2026
- short term goals: who do we want to be and who does what
- long term goals: better working organization

*Marketing Sub-Committee – Chad Kuntz*

- 2 meetings in, created diverse committee, working to move RFP forward
- short term: engage professional firm, use physical assets in marketing, work toward a story telling model

*Recruitment & Retention – Melisa Miller, see document (presented by Chandi)*

*current projects:*

- center town vision update half complete - currently in survey phase
- business visitation - Jack Demarr leading this to understand questions and needs of retailers and looking to expand this to businesses in addition to retail;
- merchandise - fundraising opportunity at events;
- small business resources - Lynn looking into new training opportunities
- facade grants - long term goal - much interest but they don't exist in state of Michigan anymore
- booms tracker and property inventory - continued updates
- first block - goals for improvement prior to renewal in 2027
- chalet market - retail versus business support

*Top priorities: booms tracing, business training*

*Long term: chalet market, center town*

*Needed support - volunteers to lead projects*

*Preservation & Place – Jennifer Smelker*

- completed: shift in committee organization, realign with Main Street points for P+P; created 7 roles based on these points
- lead roles report at meeting and 'work' is done at sub committee level
- Goals: continued vibrancy; updating planter bed at harbor with \$5000 grant
- Central park art installation - lead to longer term event activation
- Banners - continued nautical theme for banners, additional sales needed
- Signage and communication and way finding to be lead by Joyce Workman - \$15,000 grant from MEDC to be used for this; bring cohesion with new branding, left over grant money to go toward benches
- Applying for \$100,000 grant with community foundation for full vibrancy project, MEDC has matching grant, we raise 25K, they give 25K for total of \$150,000
- Story telling pathway to connect parking to downtown and center town - need updated parking map on website

*Help needed: have the ideas and people to execute, need additional funds; always welcome additional subcommittee members*

*Discussion around committee meeting schedule proposal from Chandi - move to alternating monthly meeting schedule between full committee and sub-committees*

**b. New Event – Passport – Michelle Dixon**

*district wide event - shop hop passport, collect stamps at varying merchants, enter to win book of DDA gift cards \$50 for businesses to participate - this funds the award; \$2000 budget for marketing  
Goal is for 50 merchants, 6 day event - lead to further exploration of district*

*Request for \$2000 budget to start, this is for printed materials and advertising - promotions has extra budget for this. Looking for approval to launch today*

*Discussion around the buy-in cost of \$50*

*Motion by John Groothuis to approve event with \$40 buy-in*

*Seconded by Joyce Workman*

**c. Presentation by City Staff regarding potential fee schedule updates to dumpsters**

*- residential rate to be increased to city wide standard (\$2 increase), commercial/restaurant rate to be based on dumpster lot being used*

*- discontinue admin billing fee, cleaning and seasonal staff to be split 50/50 with city*

*- commercial rate will go down for most, restaurants will see the most change as they are the heaviest users*

*- washington street trash removal not a part of this*

**d. Match on Main Candidates**

*executive committee to make recommendation to Board for March meeting vote - need answer on whether ADA entrance work qualifies*

*Tip Two - outdoor updates*

*Sung Harbor - patio repairs*

*Silverfire Gallery & Gifts - ADA accessible on backside, facade improvements*

*Mirthy - nothing submitted*

*Lucy's - patio enclosure*

*Mountford & Ruszkowski Family Dentistry - entrance improvements*

**e. Board Members - choose committees to serve**

*members can talk to Chandi/Kelly directly*

**f. Meeting Calendar**

**6. Director's Report**

*Vote on Marketing RFD, not to exceed \$2000*

*Motion: Joyce Workman*

*Seconded: John Steinbach*

*Opposed: Lynn Negen*

a. LNA Training

- *Lakeshore non profit alliance*

- *round table training/sessions on fundraising - any member can join with Chandi*

b. Main Street Now Conference

- *April, anyone can attend, Chandi is budgeted to attend; Tulsa Oklahoma*

7. Chair's Report

- *board members need to review proposed budget*

- *last public hearing on PSD renewal is Monday 16th*

8. Call to Audience/Public Comment

Meeting Adjourned - 8:59am

## MEETING MINUTES - MSDDA Meetings - 7:30 PSD, 7:45 Board

### Meeting

**Date** Thursday, March 12, 2026  
**Started** 7:30 AM  
**Ended** 9:00 AM  
**Location** City Hall Council Chambers  
519 Washington Ave.  
Grand Haven, MI 49417  
**Purpose** Regular scheduled meeting  
**Chaired by** Kelly Larson  
**Recorder** Brant Raterink

### Attendance

**Present:** Todd Anthes, Jack DeMarr, Melita Ewbank, John Groothuis, Kelly Larson, Grand Haven Main Street, Bob Monetza, Lynn Negen, Chandi Pape, Brant Raterink, John Steinbach, Chris Weavers, Joyce Workman

**Absent:** Dawn Gravelyn

### Meeting package

- Board-package-2026-03-12-V1.pdf

### Minutes

## 1. Standing Items

---

### 1.1. Review Agenda

**Status:** Completed

---

### 1.2. Approve Minutes of Last Meeting

**Resolution #:**

**Moved:** Joyce Workman

**seconded:** Melita Ewbank

**Status:** Carried

---

### 1.3. Accept Committee Minutes

Please note that minutes published by committees after January 26, may have been lost to the software being down.

**Status:** Completed

---

### 1.4. Approve Treasurer's Report

See attached documents

[https://docs.google.com/spreadsheets/d/1Y4\\_rNTkqFxQzKau3KrurOMkuFyDYTrSY/edit?usp=sharing&oid=102604760192532418637&rtmpof=true&sd=true](https://docs.google.com/spreadsheets/d/1Y4_rNTkqFxQzKau3KrurOMkuFyDYTrSY/edit?usp=sharing&oid=102604760192532418637&rtmpof=true&sd=true)

No concerns from John; add to approve the budget to next months agenda;

**Resolution #:**

**Moved:** Brant Raterink

**seconded:** Bob Monetza

**Status:** Carried

---

## 2. Old Business

---

### 2.1. Board members select Committee or Project of Choice

See attached list of Committees & Projects

no changes

**Status:** Completed

---

## 3. New Business

---

### 3.1. Chalk The Walk - Budget Increase to \$2700

Chalk artist David Zinn to come to Chalk the Walk, Lost and Unfounded LLC.

\$1,250/day plus expenses for travel and lodging, totaling \$2700 in combined fees and expenses for a one-day project in Grand Haven.

Promotions Recommends

grant being sound to cover; increase is from \$700 in initial year; Melita is trying to secure in district lodging; promotions under budget so more of a reallocation; event moving to June for better weather

**Resolution #:**

**Moved:** Todd Anthes

**seconded:** Chris Weavers

**Status:** Carried

---

### 3.2. Match on Main Candidates

Applications open March 1 - April 20,2026

Candidates:

Tip Two

Lucy's

Executive Committee Recommends

Chris asked if people can apply again if already aware grant in past because Lucys already received - not noted in application this would be an issue

**Resolution #:**

**Moved:** Chris Weavers

**seconded:** Joyce Workman

**Status:** Carried

---

### 3.3. Art Sculpture Program

See attached Memo

Preservation & Place Recommends

request to approve program and go to parks committee and council; community foundation grant has already been applied for to cover costs; Bob questioned early grant application as counsel has received questions and are unaware of program

Todd asking for over sight at Exe or city level for approval of selected art; Lynn questioned if sculptures would effect any future music in the park efforts

**Resolution #:**

**Moved:** Melita Ewbank

**seconded:** John Steinbach

**Status:** Carried

---

### 3.4. HR Processes

Discussion - HR processes for staff

Policy 12-001 Performance Review Timeline & Compensation Policy attached

first draft received too late to be included for todays meeting; will need to figure out plan for this year - new plan won't take effect until 26/27

**Status:** Completed

---

### 3.5. Brand Merchandise

Approve a budget not to exceed **\$500** for MSDDA branded merchandise samples, including but not limited to t-shirts, hats, stickers, and similar promotional items.

The purpose of this initiative is to establish an alternative and diversified fundraising strategy by:

- Selling branded merchandise at local events where the DDA hosts a tent staffed by board members and/or volunteers, including events such as Art Festival, Fall Festival, Chow Down Centertown, Jeep Fest, and other approved community events.
- Creating a consistent DDA presence at community gatherings while generating supplemental revenue.
- Offering approved merchandise at wholesale pricing to interested local merchants who wish to serve as dedicated DDA merchandise suppliers.

Merchants interested in participating as DDA merchandise suppliers must:

- Submit an annual application.
- Receive approval from the DDA Board.
- Agree to purchase merchandise at established wholesale pricing.

Under this structure:

- Retail partners will retain their standard retail markup.
- The DDA will receive a fixed margin of \$2-\$3 above wholesale cost per item sold.

This \$500 allocation will cover the creation of initial product samples and small-batch inventory sufficient to test product viability, pricing, and demand before expanding the program.

This motion supports revenue diversification, brand visibility, merchant collaboration, and sustainable fundraising efforts for the DDA.

Recruitment & Retention Recommends

Executive Committee Recommends

John questioned funding for actual product and the funding outlay

**Resolution #:**

**Moved:** Joyce Workman

**seconded:** Melita Ewbank

**Status:** Carried

---

### 3.6. 2026 MSDDA Calendar

[https://drive.google.com/file/d/16QMlmvYG6Z7O88NaIZQ3C374nCGEewT5/view?usp=drive\\_link](https://drive.google.com/file/d/16QMlmvYG6Z7O88NaIZQ3C374nCGEewT5/view?usp=drive_link)

has been sent to stakeholders, looking to get posted on website and kelly suggested posting to Facebook page

**Status:** Completed

---

## 4. Ending Items

---

### 4.1. Directors Update

DDA Organizational Chart for Volunteers & Recruitment

Board Member Letter of Commitment - Kelly, Melita, Lynn

Director's Goals 2025 - 2027

- Streamline Communication to board & committee members, stakeholders, and the general public
- PSD renewal, bylaws, and separate PSD board meetings - Renewal Completed
- Monthly DDA meetings for training, outreach, & stakeholder discussion
- Board structure & training
- Fund Development Implementation Plan

**Status:** Completed

---

### 4.2. Chair's Update

kelly focus has been on the elevation process

call to audience - Mark from chamber shared Coast Guard fest will be taking over the Jingle Bell Parade

**Status:** Completed

---

### 4.3. Adjourn

Lynn arrived 7:35

adjourned 8:12

**Status:** Completed

---



**CITY OF GRAND HAVEN  
GRAND HAVEN, MICHIGAN**

**MINUTES FOR  
MUSICAL FOUNTAIN  
COMMITTEE MEETING**

**CITY HALL  
519 WASHINGTON AVE**

**WEDNESDAY, March 11, 2026  
6:00 PM**

Committee members unable to attend are requested to contact Brian Jarosz, City Liaison, at [bjarosz@grandhaven.org](mailto:bjarosz@grandhaven.org) or 616-847-3493

**1. MEETING CALLED TO ORDER**

**2. ROLL CALL–WelcometnewcommitteememberDonLooman**

*Present : Brad Boyink, Brandon Nearanz, Dennis Nivison, Don Looman, Nicki Bonczyk and Brian Jarosz  
Absent : Jane Riddle, Jerry Troke and Ivy DeWitt*

**3. APPROVAL OF AGENDA**

*Nicki requested the removal of Kara as a choreographer as her practice submission did not make it in prior to this meeting. Looking forward to revisiting this in the April meeting.*

*Motion to Approve: Brandon Nearanz,*

*Second: Dennis Nivison*

*Motion passed unanimously.*

**4. CALL TO AUDIENCE**

*At this time, members of the audience may address Committee on any item, whether on the agenda or not. Those addressing Committee are asked to provide their name and address and will be limited to three minutes of speaking time. Committee will hear all comments for future consideration but will not have a response at this time.*

**5. APPROVAL OF MINUTES OF MEETING OF DECEMBER 10, 2025**

*Motion to Approve: Brandon Nearanz,*

*Second: Don Looman*

*Motion passed unanimously.*

**6. NEW BUSINESS**

**A. MAINTENANCE ITEMS**

*Thursday Crew back at work starting last week March 5*

*Update from Dennis: Working on valve replacements. Mayor Bob is working on rebuilding Pump #2. Starting to work on the new lights. Brad to deliver the new, built boxes.*

*PLC Updates to better support Wave functions:*

*Update from Brad: Working to eliminate the unnecessary codes from the PLC to create the ability to better send information via a timer to the PLC. Allows the removable of the manual codes.*

*We currently have two timers running on the fountain. Working to eliminate the collision of Timers on the Wave.*

*Continuing to address the errors he is finding in the PLC*

*New Operator Software is coming with playback updates, weather updates, announcements, volume bars, and data collection.*

*PLC to send feedback to the volunteer crew for items of maintenance and what to check.*

*Status Update on New Lighting:*

*Update from Brad: Fountain Director is ready to work with the new lights. Hoping to have lights installed prior to the Volunteer Day. Light fixtures are at the hill and the Thursday Crew working on prep for installation. Enclosures (with splitters) are built and ready to install*

#### City Items

- Need Porta-Potty in place prior to Volunteer Day
- Pond washdown – Spring
- Leak in Control Room roof – Spring
- Crack seal the asphalt – Spring
- Replace the Anchor House roof – Spring
- Replace the Anchor pole boot – Spring

*Updates from Brian: All but the Anchor items are on track. and golf cart posts are coming for the spring*

### **B. TASK FORCE ITEMS**

- April 25 Spring Volunteer Day – planning and publicity

*Nicki to work on a social media and website update for fans.*

*Call to volunteers to go online at the beginning of April*

### **C. PRODUCTION ITEMS**

#### ○ New Choreographers

- Erin Hoolahan-Rice

- ~~Kara Nearanz~~

*Motion to Approve: Brandon Nearanz*

*Second: Dennis Nivison*

*Motion passed unanimously.*

#### ○ Music Approval

- First Batch of Music Presented on new Committee Review page for Review tonight

*Motion to Approve: Brandon Nearanz*

*Second: Don Looman*

*Song Discussion:*

*Songs removed from consideration included:*

- Your Idol – K-Pop Demon Hunters Cast
- Strategy – K-Pop Demon Hunters Cast
- Soda Pop – K-Pop Demon Hunters Cast
- How It's Done – K-Pop Demon Hunters Cast
- Takedown – K-Pop Demon Hunters Cast

*Songs Approved via committee*

- Krytonite – 3 Doors Down
- What It Sounds Like – K-Pop Demon Hunters Cast
- Path – K-Pop Demon Hunters Cast
- Golden – K-Pop Demon Hunters Cast
- Free – K-Pop Demon Hunters Cast
- Twisting The Night Away – Sam Cooke
- Can You Feel The Love – Elton John
- Keep Your Hands To Yourself – Georgia Satellites
- Pride And Joy – Stevie Ray Vaughn
- Love Song – Tesla
- Both Sides Now – Judy Collins
- North To Alaska – Johnny Horton
- Mercury Blues – Alan Jackson
- Complicated – Avril Lavigne
- It's Not My Time – 3 Doors Down
- Let Me Go – 3 Doors Down
- When I'm Gone – 3 Doors Down
- The Code – Nemo
- Ties – Olly Alexander

- New Choreography and Playback software update:  
*Update from Brad:*
  - Adding notes in the committee approval page
  - Brad working on fixing the Record and Submit features
  - We are excited for a new era of choreography
  - Five stars to the speed adjustment
- Choreographer Training update  
*Update from Brad: Hosted four official trainings followed by a very productive Q&A.*
- 2026 Song/Show Updates  
*Update from Nicki:*
  - We currently have 19 songs ready for testing in May
  - I'm encouraged that we will be able to bring some new shows in 2026
- Song Testing Plan – still shooting for May 8, 9, 15, & 16 for dedicated testing nights
- 2026 Season will start on Friday, May 22, 2026

#### **D. MAKETING UPDATES**

- Social Media update from Nicki:  
*- We are experimenting with a March Madness Challenge. Engagement with Fans is up and I'm encouraged by the comments. I feel it confirms that we are on the right track.*
- Website Update from Nicki:  
  - Website traffic is up with the announcements of our schedule starting to go live.
  - Most of the May and June shows are online for fans. July is being posted as time allows.
  - Do we have CGF Shows yet?
  - Dennis, to help write blogs for the website?
- Fundraiser for new lights  
  - Tabled until April Meeting
- Printful donation shop  
  - Tabled until April Meeting
- Other Ideas  
  - None

#### **E. FINANCE ITEMS**

- December 2025 Year End statements
- February 2026 Year to Date statements  
*No questions or comments*

#### **7. CHAIRMAN'S REPORT**

- Looking forward to a great season!

#### **8. OTHER NEW BUSINESS**

*New Business From Brad:*

- We have a license for Live Streaming!
- Looking into hardware and installation with the city and streaming setup.
- Add to April 15th Meeting

#### **9. NEXT MEETING DATE – April 15, 2026**

#### **10. ADJOURNMENT**

*7:52 pm March 11th, 2026*

**NORA Board meeting  
Meeting minutes  
October 23, 2025**

**Call to order: Chairperson – William Montgomery, Ferrysburg:** the meeting was called to order at 5:30 p.m. by Chairperson Montgomery.

**Roll Call:**

Mary Jane Belter, GH Twp - present  
Howard Behm, GH Twp - present  
Karen Lowe, Grand Haven - absent  
Lyndsey Huisman, Grand Haven - absent  
William Montgomery, Ferrysburg - present  
Craig Bessinger, Ferrysburg - present  
Marc Eickholt, GHAPS - absent  
Sarah Elliott, GHAPS – present (arrived at 5:33 p.m.)  
Rebecca Hopp, At Large - present

Also in attendance:

Bailey Gonzales-Bertapella, interim NORA Director  
Jackie Rowland, NORA programmer  
Tahlor Caren, City of Grand Haven HR

**Approval of Meeting Agenda:**

***Motion to approve the agenda: moved by Hopp, seconded by Behm. Vote: 5-0***

**Approval of Consent Agenda**

***Motion to approve the consent agenda: motion by Behm , second by Hopp . Vote: 5-0***

**1.Approval of Board Meeting Minutes of August 28, 2025 as printed.**

**2.Financial Reports:**

**September 2025 Financials – Revenue & Expense Sheet**

Discussion:

Bailey: salary and wages: he had assumed it was going to be lower but there was a payout to Chris VanHekken for vacation time not used. Montgomery questioned the payout since VanHekken had resigned. Bailey also was going to get clarification on the administration fee charged by the city. Question about the payout for vacation since Chris resigned.

The new fee structure has been instituted, an increase in non-resident fees.

Sarah Elliott arrived at 5:33

**New Business**

**1.Fall Programming Updates**

A large number of students are enrolled in the after school basketball programs.

National honor society students are involved with teams as a way to complete the service requirements.

Hopp suggested checking into student council and senior volunteer hour requirements.

Rowland: Outdoor rec is going well. She partnered with residents on Lloyds Bayou for the recent Halloween themed kayaking event. Residents had treats on the docks for the participants.

There is a family geo caching on Nov 1 at Hofma Preserve

Archery thru November is outdoors and then indoors at the NORGC.

A day before thanksgiving 3-D archery shoot competition is scheduled.

Both Bailey and Jackie are doing more community activities.

There is a NORA banner that is displayed. There is consideration of items to hand out with the NORA logo.

Fri fish fry at the GH Eagles: Jackie has some volunteers. The date is Fri, Nov 7 from 6 to 8 p.m. NORA will make some money on the tips received and the raffle. There will be information displayed on the tables regarding NORA.

Sarah Elliott asked if there is anything that mentions donations that would go towards scholarships for kids. And put info on for sponsorship levels

Softball and volleyball is done, moving into basketball

## **2.NORA Director discussion**

One late application was received from Jentry Karpin. The board was asked if they wanted to add her application for consideration. The consensus was to follow the procedures as outlined. Tahlor Caren (HR, city of GH) commented that another application has been received this day.

### **Review of applicants and selection of candidates to be offered interviews.**

Prior to the discussion of the candidates, board members were asked to keep the selections confidential until candidates are notified. The consensus was to consider the top 5-7 candidates. Candidates were discussed individually with board members commenting on their rating based on the rubric provided by Tahlor Caren (city of GH, HR)

Applicants selected for interviews:

Bailey Gonzales-Bertapelle

Aaron Shumaker

Max Golden

Naomi Alfaro

Anna Mausolf

If one of the above candidates declines the interview/withdraws from consideration – Kori Swieter will be contacted to interview.

Applications not being considered:

Hana Jaquays, Scott Wagasky, Carolyn Mitchell, Erin Vargo, Brooke Nguyen, Brett Heppler, Aaron Johnson, David Elliot, Isaac Vineyard, Angela Stasewich.

**Discussion of interview format, scheduling and hiring process** (Tahlor Caren, GH Human Resources). Tahlor will contact the candidates regarding the board's decision regarding candidates to interview. She will then work on the interview schedule. A list of questions – based on the job description and previous input from NORA board members – will be developed to be used in the interviews. The questions will be emailed to the interview team.

5 individuals will be interviewed with the goal of having 1 or 2 candidates to then present to the full NORA board.

***Motion to authorize the Executive Committee to conduct interviews with the selected candidates and bring recommendations to the full Board for final action.***

***Bessinger moved, Elliott supported. Vote: 6-0***

Sarah Elliott asked about having Jackie Rowland as part of the interview team just to give a staff, experience perspective. The consensus was to have her input at the final discussion, decision stage

As soon as interview dates are set – Tahlor will email the full board with date options for a special board meeting.

## **Old Business**

### **1.DDA/Jackie Meeting Update**

Meeting in November

### **2. Robinson Twp Board Member**

Robinson will appoint a representative; this will be a voting position.

### **3. Thank you letters – Unicorn Fundraiser**

Bailey: letters will be sent out, he will see if there is anything on file from last year. Board members will sign the letters.

## **Public Comments**

none

## **Advisory Board Comments**

Sarah Elliott: thank you to all, thank you to Bailey

William Montgomery: he had previously talked to Chris about the idea of contacting local churches, through their ministers, about NORA and the efforts of NORA to support local youth and the work with those that are in particular need of no cost activities/enrichment due to family circumstances

Bailey commented that he is working to set up a meeting with representatives from Spring Lake,.

## **Next Scheduled Meeting – December 18, 2025**

**Adjournment : *Hopp. Bessinger: motion to adjourn. Passed.***

Meeting ajourned at 6:58 p.m.

Mary Jane Belter

NORA Advisory Board Secretary

## **NORA ADVISORY BOARD MEETING**

**Date:** December 18, 2025

**Time:** 5:30 P.M.

**Location:** ESC Building (GHAPS)

### **1. Call to order: Chairperson – William Montgomery, Ferrysburg**

### **2. Roll Call.**

Mary Jane Belter - GH Twp - pr

Howard Behm – GH Twp - absent

Sarah Kallio – Grand Haven - ab

Lyndsey Huisman - Grand Haven - pr

William Montgomery - Ferrysburg - pr

Craig Bessinger - Ferrysburg - pr

Marc Eickholt - GHAPS - pr

Sarah Elliott - GHAPS - pr

Rick Mikkelson – Robinson Twp - absent

Rebecca Hopp - At Large - absent

NORA: Bailey Gonzalas-Bertapelle

Jackie Rowland, NORA Programming

Also present: Tahlor Carlen, City of Grand Haven, HR

### **3. Approval of Meeting Agenda – motion to approve the agenda:**

***Motion by Belter, seconded by Huisman. Vote: 6-0***

### **4. Approval of Consent Agenda – motion to approve the consent agenda:**

***Motion by Huisman, seconded by Eickholt . Vote: 6-0***

**Put November minutes on the Feb 2026 agenda.**

**A. Approval of Board Meeting Minutes of October 23, 2025, as printed.**

### **B. Financial Reports:**

#### **1. November 2025 Financials – Revenue & Expense Sheet**

### **5. New Business**

#### **A. Winter Programming**

Bailey reported on upcoming programs. Basketball basics at 4 elementary schools coached by Ben Pouquette, a former NBA player.

Basketball is the big winter program.

Offering golf, NORA has a partnership with First T.

Jackie: basketball, girls leagues, boys winter league, outdoor rec winter explorer (hiking, winter survival skills), this Saturday a STEM program is scheduled (2.5 – 3 hour program with dinner)

Archery program this winter, will be doing indoor archery.

Wed activities at White Pines work with the early release program. Pickleball at White Pines on Wednesdays

#### **B. NORA Director Contract**

The board received a copy of the contract for review prior to the board meeting.

Comments/questions:

Tahlor Carlen (City of GH, HR) used other contracts that the city has as a template for developing the contract.

Eickholt: have we done steps? Did not

City has a step program so we will be using that. It will be easier for the city's HR and will give a clearer path for Bailey.

Tahlor will add the city pay scale, but NORA will have to approve the COLA for each year. The pay scale will have steps and plus the additional cola.

Tahlor will present what the city is doing and what the range would be.

Montgomery: as a board we can renegotiate what is listed for the steps.

Elliott: how does this fit in with Jackie? Montgomery: before Chris left they were going to meet to look at the team and identify a grade to put the staff at using job responsibility, etc.

Tahlor worked on a job description, the average income and put Bailey into that. She is hoping to look at Jackie's role, responsibilities with Bailey and develop the plan for that position.

Carlen: When calculating the salary, supervision, how many staff; how large a budget the individual is working with was taken into consideration and compared to other rec programs. The areas' median household income was also in consideration.

A performance review will be done in 6 months.

Eickholt: do a year to the anniversary date (Nov 2026) review for salary discussions.

Chris was hired at \$50 k, left at around \$76k.

Bessinger: we can reassess the wage in 6 months.

Elliott: criteria for the steps? Tahlor looked at other rec programs, dollar amounts, and how the other programs are funded.

Bailey has been with NORA full time for 3.5 years. Bailey was asked for his opinion: fine with this, Chris was with NORA for 5 years and had the qualifications for the position.

Motion to approve the compensation at step 1.

***Eickholt moved, to accept the contract as presented, Elliott seconded. Vote: 6-0.***

Tahlor will work with Bailey, perhaps identify another wage study and look at Jackie's position and other positions that we will have.

Elliott: do we back up the salary for Jackie also? She feels that the work that Jackie has done has been under rated and we need to look at that. Montgomery: ask Bailey to handle that.

Elliott stressed the need to not wait for 6 months to review that position.

Bessinger: question of back filling Bailey's former position. Bailey feels we will be fine for now, work through things and see if there is a need.

Bailey: Meeting with the Outdoor Discovery Center after the first of the year to see if we need to do more hiring.

Huisman: with only 2 people now, more has been added to Jackie's responsibilities; we need to look at that and reevaluate that position and compensation.

**C. Update Board Email/Phone Number List** - board members made corrections to the board list.

#### **D. December Donations**

There have been several donations received: \$1000 and a \$5000 donation from Barbara Rowe (through a connection with Liza Dora). Barb wants NORA to decide on the use, but she stressed the money be used to youth impact.

There was a discussion of endowed and non-endowed funds. Montgomery and Bailey are going to meet again with the GHACF. Montgomery will let board members know when the meeting is set up so board members can attend if they want.

## **E. Community Leadership Breakfast**

The thought is to plan this in conjunction with the school calendar so that school leaders can attend.

The thinking is with the schools involved; it would help push the NORA vision.

Belter commented that with some of the negative feelings in the community towards the GHAPS, NORA should present itself as independent of GHAPS.

Montgomery: other contacts include the Chamber, meetings of community pastors.

Eickholt: schools, other community organizations, etc. Eickholt volunteered to assist and be the point person for the Rotary.

NORA staff need to develop a budget for any possible event.

Huisman suggested the "100 Women Who Care" and the men's group. We would need to look at the membership to find individuals that would be willing to suggest and present for NORA.

## **6. Old Business**

### **A. Fall Programming Wrap-Up**

Ended 5/6<sup>th</sup> grade season – girls' basketball –

Fall baseball was big, we've had growth in teams and numbers.

Staff has looked at gaps where there is a need between other programs.

A lot of people in the leagues have helped with the 'rounding up' when paying fees to help kids' activities.

Archery went all the way through November. A lot of kids were enrolled in this and in other outdoor rec programs.

### **B. Jackie/Bailey DDA Meeting**

Met with the DDA, going to include funding for the kids' nights as a donation. The event will be more clearly defined as a NORA event. There will be more visibility for NORA. A schedule has been developed and plans are in progress. The DDA is fundraising and putting more into this. The DDA put out info to the downtown businesses, asking them to sponsor. Any gaps in sponsorship will then be offered to other businesses outside the DDA area.

### **C. Fish Fry Fundraiser Update**

\$335 for the 3 hours; Jackie had volunteers that assisted from other organizations.

## **7. Public Comments**

### **8. Advisory Board Comments**

Elliott: thank you to Bailey and Jackie for all of their work, she appreciates everything they do. The program provides so many opportunities for kids, which means so much.

Eickholt: will reach out to Rotary for a possible program by NORA for one of their meetings. He appreciates the efforts to fill in the gaps in recreation opportunities for kids.

Jackie: helped form a high school pickle ball club and those kids are now helping with NORA pickleball.

She is connecting GHHS outdoor ed kids with the NORA outdoor rec to provide assistance.

Huisman: This gives younger kids a more positive role model.

## **9. Next Scheduled Meeting – February 26, 2026, 5:30 p.m.**

## **10. Adjournment**

***Motion by Huisman, second by Elliott. Motion passed.***

Meeting adjourned at 6:54 p.m.

Mary Jane Belter

NORA board secretary

**CITY OF GRAND HAVEN  
GRAND HAVEN, MICHIGAN  
PLANNING COMMISSION MINUTES  
TUESDAY, JANUARY 13, 2026**



The regular meeting of the Grand Haven Planning Commission was called to order by Chair Ryan Galligan at 7:00 pm. Upon roll call, the following members were present:

**Present:** Amy Kozanecki, Vice-Chair Joe Pierce, Dan Borchers, Chair Ryan Galligan, Tamera Owens, David Skelly, Magda Smolenska,

**Absent:** Jennifer Smelker

**Also Present:** City Planner Brian Urquhart, Mayor Bob Monetza, and members of the public.

**Approval of Minutes**

Motion by **Skelly**, seconded by **Smolenska**, to approve the minutes of the December 9, 2025 meeting.

All ayes. **Motion passes.**

**Approval of Agenda**

Motion by **Pierce**, seconded by **Smolenska**, to approve the agenda as written.

All ayes. **Motion passes.**

---

**Call to the Audience: First Opportunity**

None

---

**Public Hearing**

- A. Case 25-34: An application for a zoning change request from TI, Transitional Industrial District to PD, Planned Development District and associated Preliminary Development Plan for a mixed-use development at 1500 Kooiman St. (parcel #70-03-28-301-019).**

Urquhart presented the case. Denny Dryer of Dryer Architectural has submitted a request for a zoning change from TI, Transitional Industrial to PD, Planned Development District and a Preliminary Development Plan for a mixed-use development at 1500 Kooiman Ave. (parcel #70-03-28-301-019). Per Sec. 40-421.02, a Planned Development District can be considered in any part of the city. This request is primarily a rezoning to a PD. The site plan for 12 condominium units in two buildings at 1500 Kooiman St. was approved in September 2024. The Planning Commission approved an amended site plan during the July 2025 meeting.

Urquhart stated that Mr. Dryer approached the Planning Commission during public comment at the September 9th meeting, stating that the 1500 Kooiman project is proceeding well, however, there is difficulty for buyers to obtain affordable and reasonable mortgages. He states that by rezoning to PD, the land will not be zoned industrial anymore and therefore, Fannie Mae and Freddy Mac can purchase the mortgages without special arrangements.

## Planning Commission Meeting Minutes

January 13, 2026

Page 2

Urquhart also stated that there is no request to remove the sensitive area overlay. That's going to remain. This plan is almost identical to what was approved in July 2025 except for this portion where you go from traditional zoning to a plan development. According to Sec. 40-421.02, PD Districts are allowed for any portion of the city. However, as a condition of rezoning to PD, the applicant must demonstrate that the PD will result in a recognizable and substantial benefit to the ultimate users and occupants of the project, and to the community. Mr. Dryer states the benefit is buyers would be able to obtain an affordable and reasonable mortgage and is now proposing a public wetland viewing area in the southeast section of the development. The development will be comprised of owner-occupied condominiums under jurisdiction of a homeowner's association. The plan calls for removal of the existing asphalt public sidewalk along Kooiman St., replaced with concrete sidewalk. A public wetland viewing area can be considered a community benefit to the public and users of the development. By way of example, the 233 Washington Hotel PD was approved with the condition provided the area commonly known as "Sherwood Forest" remain open and accessible to the public for the duration of the Planned Development. In the Grand Landing PD, the applicant provided a public accessible kayak launch on the Grand River.

Last month, during the conversation, some members expressed concern over the applicability of the small observation deck on the wetland area. However, some other members agree that the planned development is an appropriate rezoning choice and that this portion of the city is in a transitional phase and development should be encouraged.

Urquhart stressed that there is a recognizable and defined public benefit should this be recommended for approval and reminded Commissioners that they have done this before in previous plan development requests such as Sherwood Forest, at the Hotel Plan development, and then also with the public parking at the planned development over there by First and Harbor Dr.

Urquhart stated a loan comparison was included in Commissioner's packets. The loan comparison shows that there's the conventional residential mortgage at our interest rate of six and versus a commercial lending loan at 7.5%; both over 30 years with a 400,000 purchase for a property with a downpayment of \$48,000 and \$40,000. The monthly payment for the commercial loan as it is under currently according to the applicant is \$407 a month and during the duration of the loan it totals out to \$146,000 greater.

As of the date of this memo, staff has received 5 emails regarding the PD, all in favor of the zoning change to Planned Development, particularly the addition of a wetland viewing area.

**Chair Galligan** opened the public hearing at 7:08 p.m.

Todd Anthes, 500 Montague St. – stated that while this is a zoning request change it is different than most zone changes because this is a planned development which is project based but it is overlay in nature and it's meant to aid not only the general public but also the end user and the developer in making a viable development. The end users are telling us that they cannot get financing for these. Not only can they not afford the increase mortgage, but they cannot find a financing period. We have potential buyers who will back out if they cannot get conventional residential mortgage financing. Also stated that this project and the rezoning is completely consistent with the Master Plan that was created in 2023.

**Planning Commission Meeting Minutes**

**January 13, 2026**

**Page 3**

Motion by **Owens**, seconded by **Smolenska**, to close the public hearing.  
All ayes. Public Hearing closed at 7:18 p.m.

Commissioners:

Borchers: stated that there are different feelings regarding this area that is currently a vacant lot, and the Master Plan has opened this door regardless of how anyone feels about it. He also asked a clarifying question regarding something that was in the packet.

Kozanecki stated concerns about changing the approved project because it has already been approved by the Planning Commission board. She questioned if enough research has been done to know for sure if changing this classification will make any difference in end users securing mortgage finance. She also stated that she does not believe the wetland overlook is enough of a public benefit with the mortgages.

Owens stated her support for this change simply because this change follows the Master Plan.

Smolenska stated that as far as the project goes, regardless of the financing, this zone change fits.

Skelly concurred with Smolenska.

Vice-Chair Pierce asked for a project update and asked if this re-zone was approved and if the mortgages still could not be financed would the project stop. He also stated concerns with changing to PD when the project is already approved along with concerns that the wetlands overlook is not enough to qualify as a public benefit.

Dennis Dryer, 220 1/2 Washington Ave, answered commissioner Pierce's question regarding a project update and what would happen to the project if mortgages cannot be financed.

Chair Galligan stated that it seems the primary reason for the rezone is for financial reasons due to an oversight on the developer's side and that it is not enough of a reason to re-zone the property to a PD.

Skelly reiterated his support and urged his fellow commission members to be careful around using the public benefit language and to compare the public benefit of the wetland overlook with the public benefit of other PD projects that they have seen over the past year or so.

Kozanecki reiterated her previous comments.

Urquhart reminded commissioners that we are just recommending the re-zone to City Council. The finer details regarding the public and the viewing platform along with possibly other regulations or provisions can be put in the final development plan when we move forward later.

Motion by **Skelly**, seconded by **Owens**, to recommend approval of Case 25-34 to City Council, an application for a zoning change request from TI, Transitional Industrial District to PD, Planned Development District and associated Preliminary Development Plan for a mixed-use

development located at 1500 Kooiman St. (parcel #70-03-28-301-019). Based on the information submitted for review and subject to the following conditions:

1. The wetland viewing platform in the corresponding area shall always remain available and open to the public. The applicant shall submit a complete installation, maintenance, and preservation plan to the City prior to final development plan approval which shall be duly recorded in the Master Deed of the Homeowners Association.
2. All conditions approved in Planning Commission cases 24-30 and 25—23 shall remain.

And the following findings of fact:

1. All standards found in Section 40-421.06 are met.

Roll Call Vote.

Yeas: Skelly, Smolenska, Owens, Borchers,

Nays: Kozanecki, Pierce Galligan

**Motion passed**

**B. Case 26-01: A special land use for a drive through business at 1319 S. Beacon Blvd. (parcel #70-03-28-302-008).**

Urquhart presented the case. Ken Prins, of Midwest Construction Group, on behalf of property owner JRB Corporation, has submitted a special land use permit application and site plan review application to include a drive-through at Russ' Restaurant at 1319 S. Beacon Blvd. (parcel #70-03-28-153-001). A drive-through facility is permitted in the Commercial district as a special land use per Sec. 40-414.02. B.

Urquhart stated that Russ' currently has a large expansive parking lot with access off of Beacon Blvd. They are proposing to carve away the landscape island on the south side and build out a four by six service window where traffic would come through for the drive-through window. They will continue to have dine-in services. The plan includes having an island where the menu board would sit and traffic would circulate around the building counterclockwise to order and pick up food on the south side of the building. The landscape island is shown to be protected by a curb and bollards. Only a menu board sign is shown. No natural landscape plantings are shown.

Urquhart stated there are standards in section 40-521 that discuss drive-through facilities. The first standard is that automobile queuing shall be separated from other off street and on-site traffic patterns. The plan does not show any major changes to the building. There would be about a four by six service drive-through window addition that would accommodate drive-through traffic.

The second standard is that pedestrian areas shall be clearly marked. The site plan does not include any indication of where pedestrians would enter and exit the restaurant where the vehicle traffic would cause conflict. It shows that there's an employee door that would be used for employees walk out and deliver food to the customers waiting in the appropriate noted parking spaces.

The third standard is that the drive-through lane shall be designed to accommodate a full-size passenger vehicle pulling a recreational vehicle trailer. The drive-through lane contains an aisle

**Planning Commission Meeting Minutes**

**January 13, 2026**

**Page 5**

with about ten feet with a turning radius of about 17.3 feet. This does appear on the calculations by the engineers that would accommodate this vehicle with an RV trailer behind it.

The fourth standard is that vehicle stacking areas for the drive-through facility are adequate to handle the highest volume likely at the facility without encroaching in the public right-of-way or the drive aisles or any parking or pedestrian area on site. The plan calls for removing nine parking spaces from the west and creating an area that would be striped "no parking." The entire circulation and parking would be able to traverse around the building, including fire trucks and delivery trucks as shown on the site plan. This is a very large parcel so no vehicles will encroach in the drive aisle of public right-of-way. Urquhart urged the applicant to share with the Planning Commission expected wait times so that they can be aware if there will be backups.

The fifth standard is that any commercial establishment with a drive-through facility which adjoins a property zoned or used for residential purposes shall be effectively screened from view from such property. All properties near Russ' are zoned commercial.

The sixth standard is that the proposed site shall front upon a paved public street and all ingress and egress shall be from said street. This says Russ' takes access existing from egress and ingress from South Beacon Blvd. The egress and ingress will not experience any changes at this time.

Finally, the seventh standard is that outdoor speakers for the drive-through establishment shall be located in a way that minimizes sound transmission toward adjacent property and results in sound levels of less than sixty decibels at any property line. The applicant should provide details when applying for the necessary building and electrical permits to ensure levels are below 60 decibels.

Urquhart stated some parking spaces would be relocated or removed. The restaurant currently requires 62 parking spaces. However, there are 117 parking spaces. The applicant will remove 15 spaces, which will allow for 9 stacking spaces and 4 parking spaces will be reserved for after order waiting area. The total of 102 spaces meet our ordinance for dining room services.

Urquhart also stated that there are no changes to the dumpster enclosure, or the lighting shown. Delivery and garbage trucks would still be able to back up into the area. However, it is recommended that directional signs or arrows should be installed to direct vehicles through the drive-through lane in the parking lot.

At the time of this memo, the city has not received any public correspondence.

**Chair Galligan** opened the public hearing at 7:50 p.m.

No one spoke.

Motion by **Skelly**, seconded by **Smolenska**, to close the public hearing.

All ayes. Public Hearing closed at 7:51 p.m.

Commissioners:

Owens had no concerns with this.

Smolenska stated no issues.

Kozanecki stated no issues; it's a great project.

Skelly asked questions regarding removal of parking spaces and clarification of where the pull up spots will be. He also inquired about how many of their other locations have a drive-through.

The applicant answered Skelly's questions and mentioned wait times will be dependent on the food that is ordered but is not worried about it causing backups.

Pierce stated no issues.

Chair Galligan stated no issues.

Motion by **Pierce**, seconded by **Borchers**, to approve case 26-01, a request for special land use and site plan review for a drive thru at 1319 S. Beacon Blvd. (parcel #70-03-28-302-008), subject to the following conditions:

1. All conditions of the BLP, Fire Marshal, and DPW are met.

Roll Call Vote.

Yeas: Kozanecki, Borchers, Owens, Skelly, Smolenska, Pierce, Galligan

Nays: None.

**Motion passed**

---

## **New Business**

### **Centertown Vision Plan update**

Urquhart presented an update regarding information and invitations to commissioners to attend a public open house happening during Wine about Winter at 707 Event Center. This open house gives the public the opportunity to discuss what they want to see in Centertown, what defines it, etc. Feedback from this event along with a community survey will eventually help to update the Master Plan.

---

## **Old Business**

None

---

### **Zoning Board of Appeals Liaison Report**

Kozanecki presented a ZBA update. They had two cases. One was on the one hundred block of Howard and was regarding a rear yard setback. The ZBA approved the setback for a garage.

The second case was regarding Earth's Edge's sign. Their case was originally brought to the ZBA about a year ago for a sign and it was approved but they needed a letter from MDOT, which they would not provide, so instead Earth's Edge moved the sign back so the sign is now on Earth's Edge's property, but it overhangs on the MDOT right of way and required reapproval from the ZBA. This case was approved by the ZBA.

---

### City Planner Report

Urquhart presented. He stated he has received the construction plans for the hotel at Third and Washington. He also stated that we are coming up on the year date of when the City Council approved Grand Landings plan development and is hoping to speak with them soon about moving forward. Chinook Pier is also moving along although they are not quite at the level of providing drawings for the Planning Commission to review.

---

### Call to the Audience: Second Opportunity

Mayor Bob Monetza, 945 Washington Ave, stated that TI or Transitional Industrial District was created because the Industrial area was changing to include residential and retail spaces. He suggested commissioners may consider changing the name of Transitional Industrial to Transitional Mixed-Use or something similar if needed.

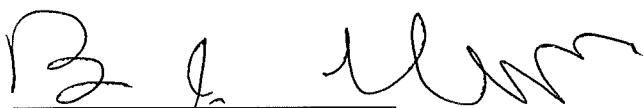
Borchers asked a question regarding the two big AC condenser units by the post office that do not seem to meet ordinance.

Urquhart responded and stated that he will do a site plan inspection.

---

Motion by **Kozanecki**, seconded by **Skelly**, to Adjourn.  
All Ayes. **Motion Passed.**

**Chair Galligan** adjourned the meeting at 8:09 p.m.



Brian Urquhart, City Planner





**Fw: Harbor Island Cleanup Options**

From Ashley Latsch <alatsch@grandhaven.org>  
Date Wed 4/22/2026 3:33 PM  
To Sarah Burgess <sburgess@grandhaven.org>

For packet.



**Ashley Latsch**

City Manager

-  616-847-4888
-  231-719-5675
-  alatsch@grandhaven.org
-  519 Washington Ave.  
Grand Haven, MI 49417

**From:** Brent Clark <brent@manakey.com>  
**Sent:** Saturday, April 18, 2026 9:49 PM  
**To:** Brent Clark <brent@manakey.com>  
**Subject:** Harbor Island Cleanup Options

RE: Harbor Island Cleanup Options

Hon. Mayor Bob Monetza  
City Council Members  
cc: Exec Asst Melissa Bos  
cc: PM Director Derek Gajdos  
cc: DPW Director Michael England

cc: City Manager Ashley Latsch  
cc: City Clerk Maria Boersma  
cc: Asst CM Dana Kollewehr  
cc: City Planner Brian Urquhart

Melissa, please include this memo in council's next meeting packet and appendix documents so the public can find it. Thank you. Brent Clark

**I respectfully ask city council to take steps to update Harbor Island's Master Plan. The current one is over 25 years old (1998) and sorely outdated. There are many reasons it's time to update. Thank you. Brent Clark**

Our Friends of Grand Haven made this request to city council in 2024 and 2025, but nothing was done. It's time to ask it again.

Cleanup Options Will Reach Council Soon

At a recent council meeting, city staff said cleanup options will be given to council in August. They will range from low-cost to high-cost options. Each with a price tag. The public will suffer sticker shock. Speculation is from \$40 – \$100 million to clean up the island. By comparison, our city budget is about

\$15 million. The pension underfunding is about \$35 million. The new fire station millage is about \$20 million. Harbor Island cleanup will be big money.

Council must carefully weigh the cleanup and cost options. How can it do that without an updated Master Plan outlining its long-term use? Council can't decide cleanup in a vacuum. A new Master Plan for the island gives perspective and draws the public into the discussion.

#### Short-term Cleanup vs Long-term Buildout

Until now the city's focus has been test wells and contamination. Emptying coal dust ponds and capturing environmental data for EGLE. Now its focus will shift to cleanup, cost, and long-term use of the island. How will council and city hall make the shift from task to vision?

Council and city hall will tend to keep their heads down. Focusing on cleanup and paying for it. Not lifting their gaze to search the horizon for the island's future. Conversely, the public has been more interested in the island's future than getting mired in the cleanup details. This creates a "focus divide" that council and city hall will need to bridge. The public wants to talk about how the island should be used long-term. Council and city hall want to discuss cleanup and cost. A new Master Plan for the island is a vehicle to coordinate both.

#### A Blueprint for Buildout is Needed

Like building a house, rebuilding Harbor Island needs a blueprint. Don't forget, the cleanup focuses on only the 11 acres of contamination. That's less than 10% of the total island's 140 acres. You can't focus on a kitchen, a bedroom, or a garage in isolation. All the rooms must tie together in master design. Nobody would spend \$40 - \$100 million on 10% of the island, without knowing how it fits in with the other 90% long-term. A new Master Plan for the island would help prevent mistakes and make sure monies are spent wisely.

There are many reasons to update Harbor Island's Master Plan. These are just a few. We hope council takes up the request. Thank you. Brent Clark